



Abbeyfield
School



RECRUITMENT PACK



2025



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School



Welcome

I am delighted that you are considering a career at Abbeyfield School. Our school is a dynamic and thriving community, dedicated to fostering the development of young people. At Abbeyfield, we uphold a vision focused on nurturing students' personal skills and qualities, ensuring they are well-prepared for their future lives as successful, responsible adults.

People have always been at the core of the Abbeyfield educational experience, and I am more convinced than ever that prioritising the development of our staff is essential. We are committed to the continuous professional development of our team, offering dedicated support to ensure that our staff can thrive in their roles. For our students to reach their full potential and make a positive impact, they must be taught by individuals who reflect these values. Our focus on recruiting and professionally developing a diverse range of outstanding staff is key to providing our pupils with strong role models.

Our teaching team is eager to build upon Abbeyfield's growing reputation for excellence. We are a school that is dedicated to delivering an ambitious, broad, and balanced curriculum through high-quality, evidence-informed teaching. Our academic results at both GCSE and A Level remain strong, with student progress consistently above average.

These are exciting times for Abbeyfield. The town of Chippenham is experiencing significant housing development, and our growing reputation has resulted in an increase in pupil enrolment. Consequently, we are set to embark on a three-phase building project that will expand the school by 50%.

As one of only four maintained secondary schools in Wiltshire, Abbeyfield has also begun the process of joining an academy trust. From September 2025, we will become part of The Athelstan Trust, one of the leading educational trusts in the South West.

We warmly invite all those who wish to be part of this exciting new chapter to apply.

We trust that this recruitment pack will provide you with a valuable insight into our unique and supportive community, and I look forward to welcoming successful applicants to Abbeyfield in the near future.

**Mr Nick Norgrove,
Headteacher**

Teacher of English

Full or Part Time Considered - Permanent

Start date: September 2025
Close date for applications: Friday 25th April 2025 at 9am
Interview date: w/c 28th April 2025

MPS/UPS

ECTs welcome to apply

Number of students on roll: 900

Due to expansion and growth in student numbers, this is an exciting time to join Abbeyfield School. Our recent 'Good' Ofsted rating (November 2022) highlighted that 'Staff are proud of the school and enjoy working at it. Leaders and Governors are supportive of staff's workload and well-being'. As a result, both the leaders and students are looking for high-calibre staff who are committed to delivering outstanding teaching and learning opportunities for all.

The Governors of Abbeyfield School are seeking to make the appointment of a talented and enthusiastic Teacher of English to join our thriving and high performing team. As a member of the department, you will be well-supported by a team of dynamic teachers who are passionate about English and Media.

The successful applicant will have the exciting opportunity to work within a highly experienced and motivated team who are fully committed to ensuring all staff and students fulfil their potential and continue to enjoy enviable success. We would particularly welcome applications from candidates that have experience or interest in teaching Media Studies (at GCSE and/or KS5).

The English department outcomes have been consistently good for students for several years, with results rising. The team are experienced and driven by ensuring that students reach the best possible outcomes. A wide range of enrichment and extra-curricular activities are offered to support students' learning and to enhance their love for all the subjects we offer from KS3 all the way through to KS5, where our numbers thrive. The department follows the AQA qualification at both GCSE and A Level for Language, Literature and EDUQAS for GCSE Media Studies.

ECTs are welcome to apply for this post and will benefit greatly from a supportive and enthusiastic team who are experienced in mentoring student teachers and ECTs. All our staff receive professional CPD opportunities and a collaborative, inclusive department which foregrounds a love of the subject and passion for effective, up-to-date pedagogy. As a flexible employer, part time applicants will be considered.

Additional information

Abbeyfield is a community school which occupies purpose-built premises. It is situated in a beautiful location, within commuting distance of Bath, Bristol and Swindon. The school was inspected in November 2022 and we pledge to offer the following:

- Excellent students who will work with you to achieve the highest standards
- A high-performing and growing school
- Excellent leadership, which believes in rapid and sustainable leadership
- A thriving sixth form where pupils make strong progress
- Outstanding behaviour
- Friendly and welcoming pupils who thrive in an atmosphere of tolerance and understanding

For a full information pack, please see our website <https://abbeyfield.wilts.sch.uk/> under 'joining us' or contact reception on 01249 464500

Completed applications should be emailed to recruitment@abbeyfield.wilts.sch.uk

Should you have a specific question regarding the post, please email

Jacq Powell, Head of English and Media jmp@abbeyfield.wilts.sch.uk

Please note – We reserve the right to interview and employ the right candidate before the closing date.
Please note - Due to safeguarding, we ONLY accept completed application forms.
Abbeyfield School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All applicants will be subject to a full Disclosure and Barring Service check before appointment is confirmed.

Teacher of English

Job Purpose

To provide high quality teaching and support to all assigned groups in order to promote effective learning and high levels of achievement.

Responsible to: Head of English

Main tasks:

- To ensure all students achieve at or above their expected progress levels
- To promote a positive attitude to learning
- To undertake the role of tutor including monitoring all aspects of tutees' learning, attendance and development and maintaining close liaisons with parents and the pastoral team
- To contribute to the overall development of the school
- To implement school policies
- To develop a stimulating learning environment

Curriculum:

- To work with all staff to develop the curriculum to meet the needs of all students including their moral, spiritual, cultural, social, intellectual and physical development.
- To ensure that appropriate student tests and assessments are undertaken and to disseminate the results to other staff.
- To use data to track student progress, identify underachievement and undertake appropriate action
- To liaise with other staff as appropriate.
- To teach other subjects as required.

Staff Development

- To undertake appropriate training
- To disseminate information and training to other staff as appropriate
- To participate in performance management arrangements as required.

Community

- To support the aims and values of the school and to ensure students meet the school's expectations as set out in codes of conduct and uniform regulations
- To liaise with parents regarding student needs and progress
- To liaise with outside agencies as appropriate
- To support extra curricular activities and school events as appropriate

Scope for impact

This post offers the opportunity to contribute to the development of a very successful learning area. The postholder will have the opportunity to work closely with the Head of English to help shape the policies, working practices and curriculum in order to promote excellence and achievement for all now and in the future.

General

This job description only contains the main accountabilities relating to this post and does not describe in detail all the tasks required to carry them out. All staff are expected to be flexible to ensure the most effective organisation and delivery of learning.

General tasks are varied from time to time, to take into account the changing nature of the school and the demands made upon it. Such changes are a normal part of the post and, as such, do not constitute a change to the general job description.

This job description should be read in conjunction with the latest School Teacher Pay and Conditions documents.

Specific Tasks and Targets

These are negotiated and reviewed annually.

All staff have a responsibility for their own health and safety and for that of others who may be affected by their acts or omissions. Staff are required to adhere to all health & safety regulations, guidance and procedures at all times.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. An enhanced DBS clearance will be required.



Teacher of English Person Specification

Essential	Desirable
QUALIFICATIONS	
Qualified Teacher Status Good Honours Degree or equivalent	First class degree/Master's degree
PROFESSIONAL EXPERIENCE AND KNOWLEDGE	
Understanding of effective teaching and learning and how to promote them	
Experience in a mixed comprehensive school (teaching practice acceptable)	Evidence of success with a wide range of abilities
ICT literate	Ability to offer other subjects
Familiar with the range of courses for English	Familiar with the AQA 1-9 curriculum for English Literature and Language
Experienced in teaching Key Stage Three students	Experience of developing innovative and creative units of work at Key Stage Three
Experienced in teaching Key Stage Five students and must to teach either A Level Media, Literature or Language.	Experience teaching AQA English Literature, Language or Media.
Willingness to contribute to and support school events	
PERSONAL QUALITIES	
Capacity for hard work	Ambitious
Ability to inspire children to achieve beyond their own expectations	Good sense of humour
Flexible, open minded, approachable	
Innovative and creative	
Appropriate personal presentation	
Organised approach	
Ability to meet tight deadlines	
Ability to work alone or in a team	Sharer of resources and planning
Inclusive attitude towards all students	
OTHER FACTORS	
Personal belief in the value of education and the comprehensive system in particular	
Commitment to the school's vision and ethos	
High standards and expectations	
Keen to develop excellence in English Learning Area	
Good communication skills	
Positive towards personal development	



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Why work at Abbeyfield?

Here's what our staff say:

"For me when I joined as an ECT1 I was really nervous about coming in - were people going to treat me differently because I was an ECT? That was the furthest thing from the truth. Every single person at Abbeyfield made an effort with me and has gotten to know me and I felt instantly at ease. I enjoy coming to work everyday knowing that I could say hi to anyone and they would respond and have a chat with me and they genuinely care."

"Abbeyfield School is a place where staff are encouraged to grow and reach their potential. It provides opportunities to take on new challenges and responsibilities in a supportive environment, free from judgment or fear of failure. Every idea is valued, offering different perspectives to explore. It's a thriving community and an exceptional workplace"

"I like working here because everyone is so easy to get along with. Its lovely and inclusive, Line Managers/SLT are understanding and approachable, good lifelong friendships have been made here. Students are lovely and there is a calm vibe around the school. There are regular opportunities for progression and enhancing skills. I have never once thought I really don't want to go to work today!"

"It's the people. We get along well in the Humanities department, share similar values and collaborate well. I like seeing them outside of work! The pastoral staff are dedicated and hardworking, supporting students and each other when things are difficult. I can recount numerous times someone has dropped what they are doing to make time for me when needed. I feel valued for the job that I do, and appreciate the understanding afforded when I need time off for my own illness, my children's, or anything relating to family. Career wise I feel that I've been supported to progress, either through help given preparing for interviews elsewhere or the opportunities afforded me here.

And then there's the kids. They're ok. And I think that says a lot!"

"Having only started last week, I have found both the staff and students welcoming, friendly, and helpful. I have felt part of the team from the off."

Benefits:

We are incredibly proud of the culture of success and inclusivity for both our students and staff. We put the wellbeing of our staff at the heart of all decision making and development. Just some of the benefits of working at Abbeyfield:

- **A modern building and facilities**
- **Unlimited use of our fitness suite**
- **On site support for mental wellbeing**
- **A CPD programme that supports your growth**
- **A caring and supporting staff body**
- **An inclusive and student centred culture**



Character Development - The Abbeyfield Learner

At Abbeyfield we believe strongly in supporting our students to become the best version of themselves.

“Good character is not formed in a week or a month. It is created little by little, day by day. Protracted and patient effort is needed to develop good character.

- Herculitus - Greek Philosopher.

‘The Three R’s’ are three key characteristics that we encourage all Abbeyfield students to develop and demonstrate on a daily basis: Responsibility, Respect and Resilience.



RESPONSIBILITY

How pupils approach their life and learning.

RESPECT

How pupils treat themselves, others and the school environment.

RESILIENCE

How pupils cope with what life throws at them.

The Abbeyfield Learner programme ensures pupils have the relevant skills and attributes to be effective learners for their future aspirations. Pupils are rewarded for demonstrating these key characteristics in all aspects of school life. These range from tutor lessons and include extra curricular beyond the school day.

“Character development is as much a part of our curriculum as the academic subject.” - Abbeyfield Learner.



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How to apply

We primarily use E-Teach to advertise our vacancies, but they can also be found on our new website: www.abbeyfield.wilts.sch.uk/vacancies

If you would like more information or to arrange a tour, please contact us on **01249 464500**.

We look forward to meeting you and welcoming you to our fantastic school.





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Reception: 01249 464500
Email: contact@abbeyfield.wilts.sch.uk

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