



The Roman Catholic Diocese of Brentwood

## ST. THOMAS MORE HIGH SCHOOL

Kenilworth Gardens, Westcliff-on-Sea, Essex, SS0 0BW

Telephone: 01702 344933 [www.st-thomasmore.southend.sch.uk](http://www.st-thomasmore.southend.sch.uk)



### TEACHER OF ENGLISH

#### **(required for one-year fixed term to cover maternity absence)**

Applications are welcome from early career teachers and experienced teachers of English, who have a passion for their subject and for student success. The ability to also teach Sociology and/or History would be an advantage.

Our English Department is well resourced and has a relentless focus of raising pupil progress. The Department also offers a suite of additional curriculum subjects including Sociology, Media Studies and Film Studies.

We would like someone who is:

- An outstanding teacher who leads by exemplary practice, which is founded on the belief that every child has the right to excel
- A person who is organised with excellent interpersonal and communication skills
- A teacher who is committed to the wellbeing and academic progress of all children
- A person who is able to work in close partnership with the team of teachers at St Thomas More to develop themselves and our students' gifts and talents to be the best they can be

We can offer you:

- Children who behave well and want to learn and a committed staff who love their school
- A collaborative partnership with teachers and our local Parish and community of schools
- Support and encouragement to continue with further research or study
- Personal support with our wellbeing programme and support structures
- A supportive community and a well developed programme of CPD and support

Prospective candidates are warmly encouraged to contact the school to arrange a time to come and visit us for an informal discussion. Please contact James Hollingsworth, Teaching and Learning Director on 01702 344933 or email [jhollingsworth@st-thomasmore.southend.sch.uk](mailto:jhollingsworth@st-thomasmore.southend.sch.uk) to arrange a telephone conversation or a tour.

Please [click here](#) to access the school's website for further details and an application form or telephone the school for details to be sent to you. Please return completed applications to [recruitment@st-thomasmore.southend.sch.uk](mailto:recruitment@st-thomasmore.southend.sch.uk). We are a Catholic School but applications are equally welcome from non-Catholics who support our Catholic ethos.

**Closing date: 22<sup>nd</sup> February 2026**

*(We would recommend all candidates apply as soon as possible following review of this advert. We reserve the right to call for interview and appoint prior to the closing date)*

**Interview date: w/c 23<sup>rd</sup> February 2026**

**Start date: 13<sup>th</sup> April 2026 (or earlier)**

*The school's application form must be completed. We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expect all staff and volunteers to share this commitment. All posts are subject to pre-employment checks and Enhanced DBS clearance. References will be sought and an online search carried out on applicants as part of our due diligence.*



***St Thomas More High School***

**Job Description**

**Name of post holder:**

<b>Post title and Purpose</b>	<b>Teacher of English</b>
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<b>Performance Reviewer and Line Manager:</b>	The Head of Department or Senior Line Manager
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***Generic:***

**Preface**

All teachers (other than head teachers) are responsible for:

*Advising and co-operating with the headteacher and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements*

*Taking any such part as may be required of him in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school*

*Co-ordinating or managing the work of other staff*

*... a teacher shall perform, in accordance with any directions which may reasonably be given to him by the headteacher from time to time, such particular duties as may reasonably be assigned to him/her.*

**This is a Regulated Post and appointments made are subject to an Enhanced DBS clearance and Safeguarding arrangements. It is the individual's responsibility to promote and safeguard the welfare of children and young persons s/he is responsible for or comes into contact with.**

*(Keeping Children Safe in Education. September 2025)*

**We are committed to Equal Opportunities. The school's application form must be completed.**

In addition, the specific requirements of the post of Classroom Teacher have been set out below:-

#### Responsibility for a Class

- Co-ordinating activities relating to a subject area or areas, to include:
  - Developing, monitoring, reviewing, evaluating effectiveness of and reporting on policy, action plans and practice.
  - Planning and managing associated resources/teaching materials, teaching programmes, courses of study, methods of teaching and assessment.
  - Giving guidance, support and encouragement to staff and leading in-service development sessions.

The teaching and learning of our students are our principal task. Each of us is responsible for ensuring that effective learning occurs in our classrooms and that all students have equal opportunity to progress. Subject teachers are supported by a Director of Learning. Duties include: -

- Preparation of teaching materials
- Regularly marking students' work and completing appropriate assessments
- Ensuring that work matches students' needs, liaising with the Special Educational Needs Department (SEN) regarding students and implementing the stages of assessment and acting upon value added information
- Writing reports as needed and requested
- Keeping records and monitoring students' progress
- Liaising with other members of staff about the students
- Setting the tone of the lessons
- Being the first in line of the discipline system of the school
- Maintaining an orderly classroom and an attractive environment
- Supporting and implementing the school's policies
- Attendance at all relevant meetings
- Being aware of the responsibilities regarding Health and Safety
- Undertaking professional development where required

This job description does not form any part of any Contract of Employment. It describes the way the post holder is expected and required to perform and complete the particular duties.



## PERSON SPECIFICATION

**Post of Teacher:** Teacher of English, with the ability to teach Sociology and/or History an advantage

**Date:** February 2026