

Prudhoe Community High School Teacher of English (Maternity Cover)

Recruitment Pack



The Cheviot Learning Trust

Cheviot Learning Trust was created in 2023 from a merger of Tyne Community Learning Trust and Three Rivers Learning Trust. The new Trust will enable our high quality staff from across all of our schools to cooperate through professional and innovative networks that develop the educational excellence all of our students deserve. We educate over 5500 students across 18 schools between the ages of 2 and 19 and employ over 750 staff. We are a charity supported by over 150 governance volunteers who hold us to account in their role as critical friends. We are proud Northumbrians; more than happy to welcome schools to join us from inside or outside Northumberland. All of the schools have a long and proud history of

providing an excellent education service to their local populations. We are seen locally as a centre of educational excellence and were selected to be the Teaching School Hub for Newcastle, Northumberland & North Tyneside. We recognise the mutual benefits to our Learning Trust through reciprocal staff development opportunities, training events, and the generation of new ways of working through system leadership. Through our teaching, we aim to equip children with the skills, knowledge and understanding necessary to be able to make informed choices about the important things in their lives. We believe that appropriate teaching and learning experiences help children to lead happy and rewarding lives.

The Cheviot Learning Trust mission

Our core purpose is to advance education for the public benefit. We believe that each school in the Trust family has unique qualities to share and unique challenges to be resolved. Deep collaboration is a key Trust expectation that helps us to deliver significant benefits for the students, the staff and the schools that form the Trust. Each school is stronger in the Trust family; delivering a better education for the public good than if they were outside the Trust.

Our vision

Our purpose is to deliver excellent education for the benefit of all and our mission is to develop all our young people to have the opportunity to succeed.

Our values

Everything we do is based around the values that we hold dear:

- **Innovation:** We're here to shape the future, which is why we all have a responsibility to be thinking about the big issues of tomorrow.
- **Cooperation:** We nurture the relationships that we've built over many years and we know by working together we can achieve more than we can alone.
- **Respect:** We take the time to understand and make decisions and have due regard for the feelings, wishes and rights of others.
- **Excellence:** We will always strive for continuous improvement and will produce the best solutions and deliver the best services possible.

About Prudhoe Community High School

Prudhoe Community High School is a very hardworking and caring school which draws students from 100 square miles around Prudhoe.

We are a 13-19 high school with 777 students on roll including post 16 provision for 200 students. We are a small school, with an excellent reputation within the area for our excellent examination results (both Year 11 and post 16) and our pastoral care for our students. Further information about our school can be found on our [website](#).

In 2016, our new school building opened. We have an environment set up to support learning for all students with new Fitness Suite, 3G pitches, Engineering, Learning Resource Centre and many more outstanding facilities across the school. In September 2023 Tyne Community Learning Trust merged with the 3 Rivers Learning Trust to become the Cheviot Learning Trust consisting of 2 high schools, 5 middle schools and 11 first schools.

One of the most exciting projects we have been working on across the MAT is the development of an 'all through' curriculum from reception through to Year 13 for each subject area. Our Subject Leaders work closely with colleagues in other schools in the Trust to ensure effective sequencing and structure of the curriculum.

Following concerns regarding our building, we have had to close our school and relocate to a site in Washington (Sunderland College, Washington Campus, NE37 2NH). This is a temporary solution until work is completed on our school. We hope to return to Prudhoe for the start of the new school year, but this may be delayed depending on how long the work takes.

We work closely with our parents/carers and directly consult via a parent/carers group which meets half

termly. There are opportunities to submit views via regular questionnaires for staff, students and parents/carers. We are part of the Cheviot Learning Trust.

We want our young people to:

- Strive for excellence wherever and however they can
- Develop their values and learn to live by them
- Participate actively

We shall:

- Strive for excellence
- Create a hardworking and caring, safe and stimulating community
- Work in partnership with our parents and carers and local, national and international organisations to enrich our outcomes

We are in the fortunate position of having moved to our brand new purpose built 'under one roof' school in September 2016. We have a brand new 3G pitch and sports facilities. This is a school where students will be challenged to work hard and give their best. We are a happy and caring school where individual needs are met and where every individual student matters.

About Prudhoe:

Prudhoe (population 19,000) lies in the southern part of Northumberland only 12 miles west of Newcastle. The area includes attractive rural countryside with dormitory villages, some industry along the Tyne Valley, and there is a wide range of good quality housing available. Prudhoe is close to the Northumberland National Park, yet enjoys easy access by road and rail to the urban amenities of the Tynedale conurbation.

Job Advert

Prudhoe Community High School
Part of the Cheviot Learning Trust
Headteacher: Mrs Annmarie Moore

Job Title: Teacher of English (Maternity Cover)
Terms: Fixed term contract to cover Maternity leave
Pay: MPS/UPS (£32,916 – £51,048)
Closing date: 12 noon on Monday 20th October 2025
Interviews: Week commencing 20th October 2025

Prudhoe Community High School requires a full time (part time would be considered) Teacher of English on a fixed term contract to cover a period of maternity leave due to commence January 2026 and will terminate on the date the employee returns.

We are a 13-19 high school with 688 students on roll including post 16 provision for 200 students. We are a small school, with an excellent reputation within the area for our excellent examination results (both Year 11 and post 16) and our pastoral care for our students. Further information about our school can be found on our website www.pchs.cheviotlt.co.uk

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with colleagues in other schools in the Trust to ensure effective sequencing and structure of the curriculum.

This is an excellent opportunity to join a dynamic and forward thinking school, with an aspiration to be one of the best schools in the North East..

We are strongly committed to safeguarding and promoting the welfare of all children and young people and expect all staff to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974. If you are invited for an interview, you will be required to disclose convictions that would not be filtered, prior to the date of the interview. Certain spent convictions and cautions will be 'protected' and do not need to be disclosed. Full details on protected convictions and information about which convictions must be declared during job applications can be found on the [Ministry of Justice website](https://www.gov.uk/government/organisations/ministry-of-justice). You will be asked for further information about your criminal history during the recruitment process. If your application is successful, this self-disclosure information will be checked against information from the Disclosure and Barring Service before your appointment is confirmed.

This role will include Regulated Activities and an enhanced Disclosure and Barring Service (DBS) disclosure is required for this post. An online search will be carried out on shortlisted candidates, prior to interview. The Trust Safeguarding and [Child Protection Policies](#) and Employment of Ex-Offenders Policy can be found [here](#).

Job Advert Continued

Completing an Application Form: Application forms can be downloaded from the [Trust website](#).

If you have a Gmail account:

- Open the Application document
- Click 'Sign in' at the top right of the page
- Go to File > Make a copy
- Complete the application form in the Google Document

If you don't have a Gmail account:

- Open the Application document
- Go to File > Download as > Microsoft Word
- Complete the application form in Microsoft Word

Completed applications should be returned directly to the school by email to info@pchs.cheviotlt.co.uk.

Informal discussions prior to interview are encouraged. Please contact us using the details below.

If you require assistance or have any questions, please reach out using the contact details provided below:

01661 832 486

<https://pchs.cheviotlt.co.uk>

info@pchs.cheviotlt.co.uk

Job Description

Job title: Teacher of English (Maternity cover)

Responsible to: Subject Leader of English for the teaching role and Head of Year for any Tutor role

Job Summary:

- To contribute to the development of the department of English
- To maintain an effective learning environment
- To undertake a teaching responsibility across the full age and ability range
- To be a Form Tutor, to take a care and guidance responsibility within the school and, where necessary to deliver and contribute to the development of the tutorial programme.

Duties and key result areas:

- To work in accordance with the School's Policies and the School's Improvement Plan
- To be responsible to the link member of the SLT
- To have a teaching responsibility within the English Department
- To support the development of efficient school tracking and assessment systems.

Team Role:

The School requires an individual who:

- Is flexible and can work in a variety of teams to develop the curriculum and wider interests of the school.
- Can collaborate, learn from, and contribute to the wider development of teaching and learning across the school.
- Support the planning of lessons and Schemes of Work in English.
- Appreciate the importance of English across our schools and to celebrate this through performances and productions.

Corporate tasks:

- Self familiarise with statutory orders and changing National specifications
- Contribute to the development of resources, student assessment, tracking, and target setting
- Take an active role in the department's Self Evaluation Procedures
- Play an active part in department and the school calendar of meetings
- Regularly review staff development needs

Safeguarding Responsibilities:

- To safeguard and promote the welfare of children for whom you have responsibility or come into contact with, to include adhering to all specified procedures
- To carry out duties with full regard to the Learning Trust's Child Protection, Equalities and other relevant policies in the terms of employment and service delivery to ensure that colleagues are treated and services delivered in a fair and consistent manner

Job Description Continued

- To comply with health and safety policy and systems, report any incidents/accidents/ hazards and take a proactive approach to health and safety matters in order to protect both yourself and others

In addition:

- The teacher is expected to fulfil those professional duties as contained in the current School Teachers Pay and Conditions Legislation.

The duties and responsibilities highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post and the grade has been established on this basis.



Person Specification

Key to assessment methods (a) application, (i) interview, (r) references, (t) ability tests, (q) personality questionnaire, (g) assessed group work, (p) presentation (o) other case studies/visits

SPECIFICATION	ESSENTIAL	DESIRABLE	ASSESSMENT
Knowledge / Qualifications	Graduate (or equivalent qualification) in main or closely related subject DfE Teaching qualification	A degree or equivalent qualification in English	(a) (i) (r)
Experience	Familiarity with developments in the National framework and Post 16 Curriculum Experience of delivering English from KS3 to Post-16 Experience in planning of lessons in a way that clearly demonstrates student progress Experience in preparing students for GCSE and/or A Level Evidence of contribution to the wider life of the school	Experience in planning lessons to meet the needs of groups of students, including those with Individual Needs Experience/awareness of wider inclusion strategies and how they affect students' self esteem	(a) (i) (r)
Professional Development	Evidence of ongoing commitment to and participation in CPD Capacity to be a role model for all students and a positive support in their university or employment aspirations Can promote the school's vision to encourage participation in initiatives such as extra-curricular English	Can work productively with Learning Support Assistants	(a) (i) (r)

Person Specification Continued

Key to assessment methods (a) application, (i) interview, (r) references, (t) ability tests, (q) personality questionnaire, (g) assessed group work, (p) presentation (o) other case studies/visits

SPECIFICATION	ESSENTIAL	DESIRABLE	ASSESSMENT
Skills & Qualities	<p>Willingness to share expertise and curricular techniques</p> <p>Inter-personal skills and sensitivity in dealing with students, colleagues, and parents.</p> <p>Team Player able to work with others to maximise student achievement and self-esteem</p>	<p>Evidence of working with students outside the main school curriculum</p> <p>Evidence of using a variety of teaching techniques that enhance the learning of all students</p>	(a) (i) (r)
In Line With The Trust's Safer Recruitment & Selection Policy	<p>Interest in working with children to promote their development and educational needs</p> <p>Ability to form and maintain appropriate relationships and personal boundaries with children</p> <p>Emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline</p>		(a) (i) (r)



Contact us

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