



LABORA CUM AMORE

# St Simon Stock Catholic School

## TEACHER OF ENGLISH APPLICATION PACK

[Letter from Headteacher](#)

[About St Simon Stock Catholic School](#)

[Role description](#)

[Job description](#)

[Person specification](#)

[Application process](#)

Kent  
Catholic  
Schools'  
Partnership



'Academies in Christ'  
Part of the Archdiocese of Southwark



*Oakwood Park, Maidstone, Kent ME16 OJP 01622 754551*

# *Letter from the Headteacher*

## **Dear Candidate**

Thank you for your interest in this exciting role within our ambitious and supportive school, which is part of Kent Catholic Schools' Partnership.

We are a collaborative partnership of proudly Catholic, world class schools connected by our ambitious extended curriculum and passion to nurture the young people in our care into confident, well-rounded individuals who make the world a better place.

We have extremely high expectations of what we do for the students in our schools and are keen to recruit like-minded, passionate colleagues who have the potential to redefine what is possible in the education landscape.

St Simon Stock Catholic School are part of the Education Staff Wellbeing Charter. This signifies our commitment to ensuring that the wellbeing of our staff is fully supported, and commits to placing wellbeing and mental health at the heart of our decision making. We prioritise staff mental health by ensuring all staff have access to tools and resources which may be needed to support them and others.

If you are passionate about making a better world through the power of education and have the skills to help us showcase the work we do, we would love to hear from you.

**Andrea Denny**

**Headteacher - St Simon Stock Catholic School**



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# About St Simon Stock Catholic School

## Welcome to St Simon Stock Catholic School

Located in the heart of Maidstone, Kent, St Simon Stock Catholic School is a vibrant and high-achieving secondary school, proud to be part of the **Kent Catholic Schools' Partnership (KCSP)**—a multi-academy trust of 28 schools dedicated to excellence in Catholic education.

As an **oversubscribed, co-educational school** with a long-standing tradition of academic success, we are home to over **1,100 students**, including a thriving **Sixth Form of 200+ students**, supported by a dedicated team of nearly 100 staff.

At St Simon Stock, we celebrate the rich diversity of our students, valuing the unique cultures and experiences they bring. Our ethos is built on respect, service, and a commitment to helping every student achieve their full potential. Through a strong work ethic, personal responsibility, and service to others—both within the school and the wider community—our students develop the confidence and ambition to succeed in an ever-changing world.

We are proud to be rated **'Good' by Ofsted** and **'Outstanding' in our most recent denominational inspection**, reflecting our unwavering dedication to academic excellence, personal growth, and spiritual development.



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# ***Role description – Teacher of English***

## **Teacher of English**

**Start Date: September 2025**

Are you an innovative and passionate English teacher looking to inspire the next generation of learners? We are seeking a dynamic, enthusiastic, and forward-thinking individual to join our exceptional team at St Simon Stock Catholic School. This role offers an exciting opportunity to be part of a high-achieving department that consistently delivers outstanding results at both GCSE and A Level.

We are looking for a dedicated professional who can engage and motivate students, helping them to develop a love for English and achieve their full potential. This position is particularly well-suited to teachers in the early stages of their career (ECTs), offering strong support and excellent opportunities for development.

### **Why Join Us?**

- **A Thriving English Department** – A well-established, high-performing team with a strong track record of success.
- **Career Progression & CPD** – We are committed to staff development, offering excellent opportunities for career growth and professional learning.
- **Supportive Community** – Our school fosters a welcoming and inclusive environment where staff and students look after one another.
- **Excellent Student Behaviour** – Our students are motivated, engaged, and encouraged to see themselves as Global Citizens.
- **Strong Local Reputation** – St Simon Stock Catholic School is well-respected in the community, known for its committed staff and enthusiastic students.

This is a fantastic opportunity to be part of a growing and supportive department where you can make a real impact. If you are a dynamic and creative educator who shares our vision and values, we would love to hear from you.

**Join us and help shape the future of our students through the power of English.**

### **Benefits of working at St Simon Stock:**

- A supportive and caring working environment for staff and students.
- Dedicated and bespoke CPD time for all staff each term.
- Staff laptop provided.
- Kent Rewards Scheme.
- Employee Assistance Programme which offers counselling, financial guidance, legal enquiries with access to online health and wellbeing resources.



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# Job description

**Job Title:** Teacher of English

**Salary Grade:** MPS/UPS

**Hours:** 1 FTE

## Purpose of Job:

You are required to carry out the duties of a School Teacher as set out in the current School Teachers' Pay and Conditions Document. You will carry out such particular duties as the Headteacher may reasonably direct from time to time.

## Key duties and responsibilities:

### Teaching and Learning

- Teach the subject as required at all levels.
- Contribute to the Department's bank of resources for the teaching of the subject and assist in the production of materials which consider pupils of all abilities and levels.
- Contribute to the drawing up, evaluation and reviewing of schemes of work and curriculum plans in relation to relevant Key Stages.
- Plan and evaluate work in accordance with departmental and school policy.
- Provide team teaching support in class as required.

### Assessment, Recording and Reporting

- Maintain records of achievement and progress of all students in accordance with the statutory requirements and the departmental and school policy.
- Mark and return work set, including homework, within an agreed and reasonable time.
- Use the School Marking Policy and Departmental Policy at all times.
- Complete student data entry and reports in line with school policy.
- Attend Parents' Evenings as required and keep parents/carers informed about their child's performance and future targets.

### Tutor Role

- Undertake responsibility for a tutor group including registration, small group tutorials and the delivery of PSHE.
- Monitor and set targets for the social and academic progress of all students in the tutor group.
- Monitor the attendance of all students in the tutor group.
- Endeavour to build up a good relationship with the students in the tutor group so that they will look to you for support, mentoring and advice.



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# Job description

## Literacy & Oracy in the Department

- Model high expectations of written and spoken English.
- Explicitly teach key vocabulary (not just subject specific) and reinforce through regular retrieval.
- Identify students who need to develop their literacy skills and intervene appropriately.
- Insist that students write in full sentences as often as is appropriate.
- Provide regular feedback which develops accurate spelling and grammar.
- All teachers are expected to champion and explicitly teach oracy.
- Model high expectations of spoken English and insist that student emulate this.
- Ensure students speak in complete sentences using correct grammar and pronunciation.
- Encourage students' eloquence by reducing their reliance on filler words, e.g. "um", "er".
- Celebrate good oracy.

## General Duties

- The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the contract of employment).
- They shall be subject to all relevant statutory requirements as detailed in the most recent School Teachers' Pay and Conditions Document.
- To promote good order among pupils and ensure their health and safety both on and off the school premises.
- To act in accordance with the school's policy on safeguarding issues.
- Promote the School ethos in which the highest achievements are expected from all members of the School community.
- Adhere at all times to the professional business standards of dress, courtesy and efficiency in line with the Catholic ethos of the School.
- Uphold the School's behaviour code and uniform regulations.



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# Person specification

	Criteria	Essential / Desirable
Faith Commitment	Understanding of the distinctive nature of a faith school	E
	A practising Catholic	D
Qualifications	Graduate qualification in the Subject or equivalent	E
	Qualified Teacher Status	E
	Experience of teaching the subject to GCSE level and the ability to teach to A level	E
Knowledge and Experience	Ability to organise and prioritise workload and work on own initiative	E
	The ability to work constructively as part of a team, understanding School roles and responsibilities and the post holder's position within these	E
	Ability to communicate well in writing and face to face to all stakeholders	E
	Demonstrable experience of improving successful student outcomes in the last three years	E
	Producing high quality experiences and outcomes for students	E
	Experience as Tutor and/ or pastoral work	E
Skills, Qualities & Abilities	Empathy with students	E
	Ability to use ICT effectively	E
	A commitment and understanding of the use of ICT within the curriculum	E
	Excellent communication skills	E
	Excellent interpersonal skills	E
	Excellent organisation skills	E
	Dedication	E
	Ability to remain positive and enthusiastic when working under pressure	E
	Ability to organise work, prioritise tasks, make decisions and manage time effectively	E
	Assembly, disassembly and cleaning of equipment	E



# Application process

You are welcome to contact HR at [HR@ssscs.co.uk](mailto:HR@ssscs.co.uk) if you would like to visit the school before submitting an application.

For ease of applying, we are happy to accept applications directly from Kent Teach:

Should you be shortlisted for interview, additional information may be requested at that time.

**Closing date for applications: Wednesday 14 May 2025 at 9am**

**Interviews to be held: from 15 May 2025**

**Start date: September 2025**

All applicants need to have the **Right to Work** in the UK to be considered for this role. This vacancy may close on or before the specified closing date depending on the volume of suitable applicants. If you are unsuccessful, we will contact you accordingly.

## Safer Recruitment

*St Simon Stock Catholic School is committed to safeguarding and promoting the welfare of children and this position is subject to satisfactory enhanced disclosure from the Disclosure and Barring Service. We are an equal opportunities employer.*

*Candidates will be subject to an online search if shortlisted. The search will not form part of the shortlisting process itself and shortlisted candidates will have the chance to address any issues of concern that come up during the search at interview.*



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