



MONK'S WALK  
SCHOOL

# CANDIDATE INFORMATION PACK



## TEACHER OF ENGLISH

SEPTEMBER 2026

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EXCELLENCE FOR ALL

# THIS POST



**MONK'S WALK**  
SCHOOL

We are seeking to appoint an enthusiastic colleague to join us as a full time English teacher. This is a permanent post from September 2026.

A generous relocation package is available for candidates moving house to take up this post; please see our website for details.

Closing date for applications: noon on Monday 23 February 2026.

## KEY FACTS ABOUT MONK'S WALK

### ALL ABILITY

For students aged 11-18 of all abilities.  
Over 1400 students

### POPULAR & OVERSUBSCRIBED

### STRONG ETHOS

Inclusive ethos with focus on mutual respect and good behaviour. We aim for our students to be co-operative, courteous and kind.

### ACADEMICALLY SUCCESSFUL

Well above average  
Attainment 8 score

### BROAD CURRICULUM

24 courses at KS4 and 26 at KS5, including all three sciences

### BROAD EXTRA- CURRICULAR PROGRAMME

A wide programme of activities, trips and visits and enrichment activities

### POPULAR SIXTH FORM

259 in the sixth form and a member of the Welwyn Hatfield consortium.

### STRONG FOCUS ON WELLBEING

For both staff and students. 93% of staff say they enjoy working at MWS (Staff Survey July 2025)

### STRONG FOCUS ON STAFF DEVELOPMENT

We are committed to staff development including Initial Teacher and Early Career Framework training.

# ABOUT OUR SCHOOL



## We are a mixed school of about 1,400 11-18 year old students in Welwyn Garden City, a Hertfordshire new town on the outskirts of London.

Transport links are superb – direct rail links to London in less than 30 minutes; M1, A1(M), M11 and M25 all minutes away. WGC is a pleasant place to live – it even has John Lewis! The school is situated in a greenbelt area in the prosperous northwest corner of the city. Our grounds are magnificent and the view from the school is lovely. In September 2020 we opened a new teaching block to replace one of the more rundown ones. The DfE have just agreed funding for a new sports hall for the school.

Monk's Walk is a genuinely all-ability school. The number of students with learning challenges is in line with the national average, with 17% supported at SEN Support or with an Education and Healthcare Plan (EHCP). Our support for students with SEND is a real strength of the school.

We have a small number of blind or partially sighted students who receive specialist support. We also work very closely with Knightsfield School, a special school for deaf children on our campus.

We do not pursue academic achievement at the expense of the wider development of the individual, however. Form tutors, heads of year and heads of house all have important roles in the social, personal and academic support of individuals. Our house system is strong, providing a range of all-ability competitions and activities for mixed age groups.

Parental confidence in the school is high; there were 625 applications for 236 places in Year 7 for September 2026, with 245 of those as first preference. Each year we hear appeals for students wishing to join the school.

The school has an extremely effective behaviour policy and in general behaviour is very good indeed. Our students want to learn and our parents are, on the whole, extremely

supportive. Attendance is high. Our aim is for our students to be co-operative, courteous and kind.

There is a genuine 'buzz' around the school and we have a very strong reputation in the city. In September 2023, the school was judged by Ofsted to be 'good'. We were really pleased with the comments made by inspectors.





GCSE exam results in 2025 were very good . 52% of students gained the strong basics (grade 5+ in both English and Maths) and 72% standard basics (grade 4+ in English and maths). Our attainment 8 was 50.7. All well above national. Students of all abilities did better than would have been expected, given their starting points. Disadvantaged students made the progress that would have been expected given their starting points – unlike in most other schools in Hertfordshire where it is often well below. Students with SEND did phenomenally well. To look at the school's provisional results in the league tables google 'school performance tables'.

In terms of progress, disadvantaged and SEND students do better in the school than they do nationally. We pride ourselves on the fact that Monk's Walk is an inclusive school.

The school has about 259 in the sixth form and this is the largest sixth form the school has ever had. We are also a member of a consortium with four other schools which provides a wide range of opportunities for students. Monk's Walk has the largest sixth form of the five schools and currently we have 82 guest students in Year 12 and 61 in Year 13. At Monk's Walk we concentrate on providing A Level only (with the exception of iMedia), with decent numbers of students studying the facilitating subjects. Vocational programmes can be taken at Oaklands College or in other consortium schools.

A Level results in 2025 were also very good , with average point score per grade at 38.5 equivalent to B-. In 2025 almost all students who applied made it to their first or second choice university, high quality apprenticeship or employment.

Unfortunately, some schools are making cuts in creative subjects such as Art, Music, Drama and PE and even some DT specialisms. At Monk's Walk, these subjects are strong as we see these areas providing important learning opportunities for our students. All of these subjects are running at GCSE and A Level. Science subjects are among the most popular subjects at A Level.

We have a full orchestra (as well as other musical groups), thriving Art, Music, PE and Sport and an outstanding Drama department. Members of other departments involve themselves in extra-curricular activities in Music, Sport and Drama.

Knightsfield School (a special school for deaf children) is co-located with Monk's Walk School. We have an outstanding partnership arrangement; at key stage 3 Knightsfield students join classes in Art. A few students are also integrated into GCSE groups. Knightsfield students join ours for lunch every day in our canteen in B Block. One of our music teachers teaches at the school.

The school became an academy in September 2012. The decision to convert was purely pragmatic and trustees have no intention to make changes to teachers' pay and conditions beyond those made as part of national agreements.

Induction, training and continuing professional development have a very high priority in the school. All staff have an induction programme on joining the school.



# SAFEGUARDING

Safeguarding at Monk's Walk takes precedence over any other activity in the school. It's vitally important to us that students feel safe in school so they can learn and thrive. As part of the recruitment process, we will ask about safeguarding students and obviously questions about candidates' suitability to act as tutor. References will be sought and an enhanced criminal records check will be undertaken for this position. Please note, it is an offence to apply for a role where the applicant is barred from engaging in regulated activity relevant to children.

## BEING AN ECT



If you are an ECT you would be offered the opportunity to spend 3 weeks with us in July and be paid for it. The three weeks gives you the chance for a really comprehensive induction programme. You will meet and observe some of your teaching groups and find out about your form. If you are a Year 7 form tutor, you will also take part in the transition day when Year 6 come up to the school. You will get to know the senior leadership team, your head of department and the members of your teaching team. Simple things, such as learning about the school's management information system and having a log-in, as well as becoming familiar with the staff and the school's facilities, will help you to have a flying start to your career when September comes. Hopefully, being familiar with the school will help you to have a restful holiday, free of any concerns, so that you can have a proper rest after your teacher training!

We also offer the full two-year ECT induction programme, offering a blend of face-to-face and online training for ECTs and their mentors, based on the Education Development Trust's DfE accredited provider materials. This provides training on key aspects of teaching such as assessment and behaviour for learning, as well as providing a local network of support with other ECTs in similar subject areas through the Alban Teaching School Hub. Additionally, all staff have access to a bespoke CPD programme which has learning and teaching at its centre. We know too that there is much to take on board when starting at a new school and provide a bespoke programme of six well-timed training sessions for ECTs and those new to the school to ensure that you are supported and fully informed about the procedures of the school.

Monk's Walk School's 'coaching culture' ensures that all ECTs are supported by experienced and trained instructional coaches, as well as by their Heads of Department and department colleagues. We provide opportunities to observe other colleagues, both within and across departments, as well as provide opportunities to visit other schools.

# THE ENGLISH DEPARTMENT



The English department is one of our leading teams, encompassing a wealth of knowledge and expertise. The department is led with warmth and enthusiasm by Josie Rochford, a highly experienced teacher and leader who has been at the school for almost two decades. The department delivers both English Literature and Media Studies at A level, along with English Language and Literature at GCSE, and an exciting KS3 curriculum. We have a history of good exam results that fall above national averages.

There are currently eight full time members of staff and four part time in the department. The team is hardworking, innovative and always looking at ways of improving the delivery of the curriculum whilst raising pupil achievement. We are passionate about our subject and are always keen to share this enthusiasm, encouraging students to love the subject as much as we do. The team is friendly and approachable, and we work very closely to support each other.

The key stage 3 curriculum is designed around key skills in reading, writing and speaking and listening. This coherent structure allows students to build on and develop their skills over the course of years 7, 8 and 9. Schemes of work are fully resourced and are updated regularly in order to maintain students' interest and meet their needs. All classes are taught in carefully curated and completely mixed ability groups. The key stage is led by Natasha Turner, a highly experienced and long-standing member of staff.

At key stage 4 students are taught in mixed ability groups which are slightly smaller than their KS3 class sizes (averaging 24 students in each group). All schemes of work are fully resourced and are updated regularly. All students sit both the English Language GCSE and the English Literature GCSE following the AQA specification. The department also offers additional revision sessions for students in Year 11 throughout the year. These are well received and highly popular with students. The key stage is led by Sarah Martinez, who is a long-standing member of the team and a highly experienced teacher. Sarah is also second in department.

English Literature is popular choice at key stage 5. Students study the Edexcel specification and enjoy reading a wide range of texts. We teach the Eduqas specification for Media Studies at A-level and this is an increasingly popular and exciting option for our students. Key stage 5 is led by Katie Boswell, a highly experienced expert teacher.

The department has a large English office with plenty of space to work. The school library is located close to all English rooms and also boasts excellent ICT facilities. Most teachers have their own teaching room and display area. All classrooms have recently had screens installed to replace whiteboards and projectors, an update that has made a huge positive difference to the experience of both students and teachers in the classroom.

# JOB DESCRIPTION

Post Title:	Teacher of English
Job Detail:	Full Time
Job Grade:	Teachers' Pay Scale
Responsible to:	Head of English

## Job Purpose

- To support the school in keeping all students safe
- To ensure that students fulfil their potential in the classes you teach
- To oversee pastoral care and support the progress of your tutor group, if appropriate
- To contribute to the effectiveness of the teams in which you work (departmental, year group, house)
- To support the school's aim of providing an enjoyable educational experience for its students.

## PRINCIPAL ACCOUNTABILITIES:

### Planning, Teaching and Class Management

- To prepare and teach lessons of a high standard so your students make expected or above expected progress
- To contribute to the department's extra-curricular and enrichment programme
- To follow designated programmes of study
- To set home learning in line with school and departmental policy
- To ensure that your students' behaviour is conducive to learning.

### Monitoring, Assessment, Recording, Reporting

- To follow designated programmes of study, carry out all assessments and marking, recording, reporting and target setting in line with departmental and school policy.

### Pastoral Duties

- At all times ensure that your students are subscribing to school policies in terms of behaviour, appearance, academic work and social interaction and follow the guidelines given in the staff handbook if any pupil is infringing these policies
- To adhere to the school's requirements on safeguarding at all times.

### Other Professional Requirements

- Work as a team member within the department(s), sharing ideas and

resources and asking for guidance and help from fellow teachers when necessary

- Participate in all CPD activities that will improve your professional performance
- Take part in the school's appraisal process and enter into a professional discussion with your line manager about your strengths as a teacher and any areas which are in need of improvement
- Address any areas of weaker performance, taking advice from your line manager and actively engaging in any actions that might be suggested
- To maintain, at all times, the reputation of this great profession and of the school.

### Resource Management

- To take a shared responsibility to ensure the accommodation in which teaching takes place is vibrant and conducive to learning
- To ensure that all department resources used are kept in good order and any defects are quickly reported to the Head of Department.

This job description sets out the duties of the post at the time it was drawn up. The Headteacher may vary the duties from time to time without changing their general character or the level of responsibility entailed.

Monk's Walk is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

This post is classed as having a high degree of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. A Disclosure and Barring service check will be sought as part of the school's pre-employment checks. If you are invited to an interview, you will receive more information.

# PERSON SPECIFICATION

## 1. Educational Qualifications/Training

- Honours Degree in an English specialism
- DfE recognised Qualified Teacher Status
- A portfolio of training and continuing professional development
- Successful school-based training in secondary age range

## 2. Professional Experience

- Ability to teach English to key stages 3, 4 and 5
- Proven track record in raising standards of student achievement

## 3. Professional Knowledge and Understanding

The successful applicant will need to demonstrate knowledge and understanding of:

- Safeguarding students
- Effective practice and approaches to teaching, learning and assessment in a tutoring context
- Current educational trends and thinking
- Current developments in teaching subject
- Effective use of ICT in teaching
- Strategies for motivating and inspiring students

## 4. Personal Qualities and Skills

Ideally, we are looking for someone who:

- Can lead, motivate, enthuse and inspire students, and win the confidence of staff parents and trustees
- Has the ability to think strategically with imagination, vision, creativity and originality
- Is reflective, self-critical, motivated and ambitious
- Has passion and believes that every student can succeed at Monk's Walk School
- Is an effective communicator and presenter
- Can plan and organise effectively
- Possesses excellent inter-personal skills
- Is resilient
- Has a life outside school
- Has a fantastic sense of humour!

That's all!

## YOUR ROLE IN OUR FUTURE

Monk's Walk School is a thriving, vibrant, learning community where our aim is to bring the best out of everyone. It is a very good school with the ambition and plans to be even better.

We are not complacent though – we know all schools have room for improvement! We set ourselves high standards and ambitious targets to enable us to reach our goal. I hope this information has given you a flavour of our school. Please read the Ofsted report and visit our website and Facebook page – Monk's Walk School Official - for more information. If you feel you can contribute to the English provision for the school and would like to join us, then please apply.

## HOW TO APPLY

I really hope the information we have provided makes you want to apply to join us. If you would like to talk about the post in a bit more detail or visit the school before applying, please contact Nick Haynes. Nick is the SLT member with line management responsibility for English. His e-mail address is: [Nhaynes@monkswalk.herts.sch.uk](mailto:Nhaynes@monkswalk.herts.sch.uk).

Please apply, via the My New Term website. You should also include a letter of application. In your letter of application, please explain how you demonstrate that you fulfil the requirements of points 2 and 3 on the person specification (page 9 in this pack).

The deadline for us to receive your application is noon on Monday 23 February 2026.

We reserve the right to interview before the closing date, so candidates are advised to apply as soon as possible.

We will shortlist for this post and then we will contact shortlisted candidates by telephone or e-mail to invite them for interview. We will ask referees of shortlisted candidates to complete our reference form.

As part of our selection and appointment process, and in

accordance with Keeping Children Safe in Education guidance, we will conduct online searches on all candidates in order to identify any incidents or concerns which are publicly available online. By signing and submitting your application, you acknowledge that such searches will be conducted as part of the selection and appointment process.

We look forward to hearing from you.

## Matt Grinyer

Headteacher  
February 2026



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