



# John Mason School

## Abingdon Learning Trust

Teacher of English  
RECRUITMENT PACK

January 2026



John Mason School  
OPPORTUNITY | RESPECT | DETERMINATION

# About

## ABINGDON LEARNING TRUST

**At Abingdon Learning Trust, our vision is to nurture curiosity, ambition, resilience, and courage. We support a deep-rooted compassion for others and our world, enabling choices and opportunities for a happy and successful life. This vision encompasses every child, pupil, student and member of staff.**

**Why Work for Us?** At Abingdon Learning Trust, we believe that our people are our greatest asset. We are dedicated to creating an environment where every member of staff feels valued, supported, and inspired to achieve their best.

**A People-Centric Culture.** We are passionate about making a positive difference in the lives of children and young people. Our inclusive culture embraces equality and diversity, ensuring that everyone is treated with fairness, dignity and respect. You will be part of a community that values your unique contributions and supports your professional growth.

**Empowered Local Leadership.** We trust our local school governors and leaders to make the best decisions for their schools. This means you will have the autonomy to innovate and tailor your approach to meet the needs of your students and community. Each school within our Trust has its own unique ethos, yet we all share the same core values.

**A Long-Term Vision.** We are focused on preparing the next generation for the future. Our long-term view goes beyond immediate test and exam results, emphasising the development of skills and capabilities that will benefit our pupils throughout their lives. Join us in our mission to create a sustainable future with our net zero ambitions for 2035.

**Investment in the Future.** At Abingdon Learning Trust, we are committed to investing in our staff and our schools. You will be part of a forward-thinking organisation that values innovation and continuous improvement. Together, we can make a lasting impact on education and the wider community.

## OUR VALUES

**QUALITY** to create an outstanding learning community, including strong leadership and governance

**OPPORTUNITY** to provide the best opportunities for all children to reach their full potential

**COLLABORATION** to support a shared commitment and dedication to learning

**AMBITION** for continual improvement and to strive for excellence in all we do

**COMMUNITY** to be an active participant in our community, leading and supporting initiatives for the benefit of all members of society

Further detail can be found on the *Abingdon Learning Trust website*.



## JOB DETAILS

**POST OF:****AT:****SUMMARY OF ROLE:****COMMENCEMENT:****CONTRACT TYPE:****SALARY:**

Teacher of English

John Mason School

To teach English across all abilities in Key Stages 3 and 4

September 2026 (Easter 2026 would be considered)

Full or part-time, permanent  
MPS or UPS if post threshold.

# Letter from the CHAIR OF LOCAL GOVERNORS

On behalf of the Local Academy Committee, I would like to thank you for your interest in working at John Mason School.

If you join the school, you will become part of a school community focused on continuing an improvement journey with the ambitious goal of improving the life chances of all the learners we serve and on living our values of opportunity, respect and determination.

As governors drawn from the local community, we are committed to challenging the school to be the best it can be and united in our support of the school's staff as they take improvement plans forward and help students achieve success.

We are proud of our school and its goals; encouraged by professional development programmes that support staff and governors; and excited by the possibilities that come from a strong partnership between students, parents, staff and colleagues across Abingdon Learning Trust. I hope that you too will be inspired by the opportunities that John Mason provides.

We look forward to receiving your application

Lynn Fathers  
Chair of Local Academy Committee



# Introduction to JOHN MASON SCHOOL

John Mason School is an oversubscribed 11-18 comprehensive school in the riverside town of Abingdon. John Mason has a long history of opportunity-driven learning – at The Welsh Farm, on Duke of Edinburgh expeditions, on the sports field, or in the creative and performing arts. We know that our pupils learn more about themselves and each other when interacting in this way, growing resilience and confidence to take into the classroom.

The school is one of three comprehensives in the town and we work together, as part of the OX14 Partnership, and within our Trust family of schools. This gives us a local network of support in all that we do. We have a joint sixth form (JMF6) with Fitzharrys School, which is half a mile away, allowing us a broad and ambitious post-16 curriculum as well as opportunities for collaboration of teachers.

Across all year groups we offer a broad and balanced curriculum, which reflects our commitment to a well-rounded education that ensures visible success for all learners. We are committed to high quality teaching and learning which is supported by our developmental lesson observations, learning groups which are dedicated to persistent classroom problems and subject specific professional development. In addition to this, we offer a wide range of career pathways and welcome our staff to request external training.

We are committed to the well-being of our community, both staff and students. Our well-being team support a range of activities throughout the year including active challenges, free flu-jabs and the occasional bake off. We also have our very own well-being manager to support colleagues when needed. However, we know well-being is not just about cake, which is why we foster a supportive environment where professional development and collaborative working is key to success.

We believe that high standards of academic achievement and consistently high expectations of behaviour provide children with the stable and calm environment in which to learn effectively. We expect the best of our teachers; they must be passionate about their subjects and committed to continuing to learn themselves. This is at the heart of our community.



# Job

## DESCRIPTION

### Key Purpose of Role

To carry out the professional duties of a teacher as circumstances may require and in accordance with the school's policies under the direction of the Headteacher.

To be a consistently "good" and often "outstanding" teacher who meets the relevant set of personal professional standards for the specific pay phase.

To be an effective professional who demonstrates thorough curriculum knowledge, teaches and assesses effectively and takes responsibility for professional development.

To be able to stretch and challenge the highest prior attaining students.

To meet the Teachers' Standards (see appendix).

### Areas of Responsibility and Key Tasks

- A. To plan and deliver engaging lessons that are challenging, inclusive and well resourced:
  - A1. ensure curriculum coverage, continuity and progression in the subject for all students, including those of high prior attainment and those with special educational or linguistic needs;
  - A2. ensure effective development of students' individual and collaborative study skills necessary for them to become increasingly independent in their work and to complete tasks independently when out of school;
  - A3. ensure effective development of students' literacy, numeracy and information technology skills through the subject.
- B. To share planning and good practice within the faculty.
- C. To assess students' work regularly, in accordance with school and faculty policy.
- D. To contribute to the development of schemes of work, as required by the Director of Faculty:
  - D1. develop schemes of work and activities designed to ensure positive and engaging experiences in and outside of the classroom;
  - D2. maintain existing resources and explore opportunities to develop or incorporate new resources from a wide range of sources inside and outside the school.
- E. To contribute as appropriate to department extra-curricular activities, by agreement with the Director of Faculty.



To use class data effectively to ensure students make progress:

- F1. use data effectively to identify students who are underachieving in the subject and, where necessary, create and implement effective plans of action to support those students;
- F2. analyse and interpret relevant national, local and school data, plus research and inspection evidence, to inform policies, practices, expectations, targets and teaching methods;
- F3. ensure that information about students' achievements in previous classes and schools is used effectively to secure good progress in the subject.

G. To ensure that students' behaviour allows learning to take place by implementing the school's behaviour policy:

- G1. implement the school's behaviour management policy;
- G2. contribute to whole-school aims, policies and practices, including those in relation to rewards, bullying and racial or sexual harassment.

H. To report to parents on the quality of students' work, their progress and their attainment, in accordance with school and department policy.

I. To attend parents' evenings to give an account of students' progress, attainment and approach to learning, as required by the schedule.

J. To carry out other responsibilities that may reasonably be required by the Headteacher.

This job description is not exhaustive; it merely outlines the key tasks and responsibilities of the post. These key tasks and responsibilities are subject to change. Any changes will be made in consultation with the post-holder and the school.

Abingdon Learning Trust is committed to safeguarding children and young people. All post holders in regulated activity are subject to appropriate vetting procedures and a satisfactory Disclosure and Barring Service Enhanced check. The Trust is fully committed to the principles of equal opportunity, diversity and inclusion and welcomes applications from less well represented groups in the school and Trust. Posts in regulated activity are exempt from the Rehabilitation of Offenders Act (ROA) 1974 and all shortlisted candidates will be required to disclose information about their previous criminal convictions. All staff are expected to promote fundamental British values.



# Person

## SPECIFICATION

	<b>Essential</b>	<b>Desirable</b>
<b>Education and training</b>	<ul style="list-style-type: none"> <li>• First or second degree</li> <li>• PGCE or equivalent</li> </ul>	<ul style="list-style-type: none"> <li>• Excellent A-levels</li> <li>• </li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• QTS or above</li> <li>• Ability to teach English to at least KS4</li> </ul>	<ul style="list-style-type: none"> <li>• Wider experience of life</li> <li>• Ability to teach English to KS5</li> <li>• Teaching drama</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• National Curriculum</li> <li>• AQA GCSE in English Language and English Literature</li> <li>• Current developments in education</li> </ul>	<ul style="list-style-type: none"> <li>• AQA Literature B A level</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Secure classroom management</li> <li>• ICT skills</li> <li>• Good communication skills</li> <li>• Ability to use data to help pupils make progress</li> <li>• Ability to plan and communicate schemes of learning</li> </ul>	
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• Suitability to work with young people</li> <li>• Energy, enthusiasm and creativity</li> <li>• Well-organised</li> <li>• Effective time management</li> <li>• Team player</li> <li>• Ability to inspire and motivate students of all abilities and backgrounds.</li> </ul>	
<b>Interests</b>	<ul style="list-style-type: none"> <li>• Love of language and literature</li> <li>• Willingness to teach drama alongside English with support and training.</li> </ul>	<ul style="list-style-type: none"> <li>• Wide interests</li> </ul>





# Terms of APPOINTMENT

**The appointment will be made based on the School Teachers' Pay and Conditions Document (STPCD).**

**The appointment is for September 2026 (Easter 2026 would be considered) and is full or part-time and permanent.**

John Mason School and Abingdon Learning Trust are committed to safeguarding and promoting the welfare of children and young people and require all staff to share this commitment. This post is exempt from the Rehabilitation of Offenders Act.

A copy of the school's Safeguarding and Child Protection Policy is here:  
<https://www.johnmason.oxon.sch.uk/our-school/policies/>

Applicants must be willing to undergo all the relevant pre-employment checks as laid out in Keeping Children Safe in Education.

## Application Details

Closing date for completed applications is 9.00 a.m. on Friday 30 January 2026.

Applications should be completed online through our recruitment portal [My New Term](#)

Shortlisted applicants will be notified following assessment of applications against the person specification and job role requirements.

Interviews to be confirmed. Should a suitable candidate be identified before the closing date, the vacancy may be closed early.

**We look forward to receiving your application.**

### **Polite notice to Recruitment Agencies:**

Please be aware that we do not accept unsolicited applications or CVs from recruitment agencies. Any unsolicited information sent to us will not be considered, and we will not be liable for any fees related to such submissions.

