



# Lynch Hill Enterprise Academy

English teacher & potential TLR  
Application Pack



# Contents

Thank you for your interest in the post of English teacher at Lynch Hill Enterprise Academy

**This pack contains:**

- Letter to candidates
- Information about Lynch Hill Enterprise Academy  
Details of the Slough and East Berkshire Multi Academy Trust
- The job description and person specification

We hope that you find the pack informative. If you do have any further questions, please contact Lynch Hill Enterprise Academy via the details below:

**Sharifa Salahudeen**

**HR Manager**

[s.salahudeen@lhea.org.uk](mailto:s.salahudeen@lhea.org.uk)

01753 691583 ext. 2239

You can also visit our website at

[www.lhea.org.uk](http://www.lhea.org.uk)

Closing date: 15 May 2026 (12pm)

(we reserve the right to interview promising candidates prior to this date if applications are received early), interviews w/b 18 May.

If you wish to visit the Academy prior to application, then please contact Sharifa Salahudeen.

We are a school that places the safeguarding of all students as our number one priority. Please take the time to review our Child Protection & Safeguarding Policy:

<https://resources.finalsite.net/images/v1578476649/sebmatcom/tdwye22vatvtdcp2cstp/ChildProtectionandSafeguardingPolicy2019-2020.pdf>

Dear Applicant

Thank you for your interest in this post at Lynch Hill Enterprise Academy. This is an exciting opportunity to join our rapidly improving school community. We can offer a supportive setting that will provide further opportunities for development as the school continues to grow and improve.

In the most recent Ofsted inspection in May of 2025, there was a lot to be pleased about with three of the four judgements being good. A significant amount of progress has been made since May and in October, the school began a two-year association with the RISE programme. This is designed to increase the capacity for the school to improve more quickly and through our supporting organisation, Chiltern Learning Trust, positive working relationships are quickly developing. All of this means that this is a fantastic opportunity for an aspirational senior leader to join a highly dedicated and skilled senior leadership team on an exciting journey of school improvement.

The Ofsted report highlights some of the many strong areas that already exist, particularly relevant to this role, safeguarding and the strong pastoral system. *“Pupils at Lynch Hill Enterprise Academy enjoy being part of this inclusive school community. They appreciate that staff get to know them well and provide them with the care and support they need. Pupils feel safe at this school and know that they can speak to an adult if something is concerning them.”*

A typical Lynch Hill member of staff is highly committed, motivated and resilient, with a clear focus on improving the life chances of all young people. We firmly believe that high achievement for each and every student is our shared responsibility. Our school community celebrates excellence and enables students to flourish as happy, successful individuals who achieve their best in all they do.

If you have enthusiasm and energy and want to be part of our dynamic culture working to ensure:

- teaching and learning engages and challenges
- our students’ aspirations are raised
- our students are happy, supported and motivated

then I would be pleased to receive your application. Together with your completed application form, I would also request an accompanying letter of no more than two sides of A4 outlining your previous experience and how you would fulfil the role. Within this letter, please detail examples of your successes, especially how you have impacted positively on results and life chances for young people.



Chris Thomas  
Headteacher of Lynch Hill Enterprise Academy



## **The school**

Lynch Hill Enterprise Academy is a free school which opened in September 2014. We moved into our new building in April 2017, and, in January 2019, Lynch Hill became part of the Slough and East Berkshire Multi Academy Trust. There are approximately 870 students on roll – which means that we are almost ‘full’ although it is worth noting that we have just begun a consultation to reduce the PAN from 180 to 150 students in each year group. This reflects the reduction in student numbers within Slough itself and is a process which is being undertaken to ensure financial stability for the school amongst other things.

We are fortunate to have a relatively new building, and a custom-built area for the school’s safeguarding team. At Lynch Hill Enterprise Academy our curriculum intent is deliberately designed to reflect all aspects of school life, not just that which happens in the classroom and is guided by this simple mantra:

**“Aspire to be your best, achieve through effort and succeed with pride”**

Underpinning the taught curriculum, we have our ‘culture curriculum’ which serves to educate our students in becoming well-behaved young people who engage in their learning and respect each other and their environment. Our students always receive positive feedback when engaged in off-site activities.

I would urge you to visit this wonderful school and see for yourself what makes Lynch Hill Enterprise Academy such a special place to work.

## **The Trust**

Lynch Hill Enterprise Academy is a member of the Slough and East Berkshire C of E Multi Academy Trust (SEBMAT). SEBMAT includes both primary and secondary schools, which may have a Church of England link, but this does not

prevent non Church of England schools from joining the Trust. SEBMAT supports schools to achieve very effective education with high levels of performance through coaching, sharing good practice and helping to secure good value for money.

### SEBMAT values

We fully subscribe to the National Society's determination since 1811 that the education we offer as Church of England schools does not depend on the background of the pupil but on a profound investment in their character and in the sparking of their aspiration. Every pupil will be encouraged to respect and honour their similarities and their differences as well as achieve success and be a positive contributor to the local and wider community. Schools joining SEBMAT will be expected to commit themselves fully to open, honest and transparent collaboration that aims to help every pupil in the Trust to achieve the highest standards.

SEBMAT aims to provide:

- School improvement and has a track record of success
- Excellence in leadership
- Sustained momentum across the improvement journey
- Curriculum innovation
- Standards monitoring, data analysis and trend information
- Links to local, national and international groups
- Facilitated school-to-school networks, coordinating and brokering expertise
- Excellent staff by attracting the best to the Trust and by providing good development opportunities
- Excellent financial management and value for money












### Staff Benefits



#### Healthcare and mental health

- Free annual flu vaccination
- Eye care vouchers to cover some/all the costs of eye tests and spectacles.
- Free confidential and independent counselling helpline
- Healthcare package opt in for staff and their families which includes a 24/7 GP advice line and a 24/7 Mental Health helpline.

	<p><b>Social connection</b></p> <ul style="list-style-type: none"> <li>• Staff social committee who arrange social events</li> <li>• Buddies scheme for new staff</li> <li>• End of term events with refreshments provided</li> <li>• Supportive and committed team of staff</li> </ul>
	<p><b>Timetabling and cover</b></p> <ul style="list-style-type: none"> <li>• Additional protected PPA time for form tutors</li> <li>• We employ Cover Supervisors to reduce the amount of cover by teachers</li> <li>• Maximum teacher contact time set at 43 hours per fortnight</li> </ul>
	<p><b>Planning, marking, assessment and reporting</b></p> <ul style="list-style-type: none"> <li>• Specific staff support for administration planning of educational visits and other activities</li> <li>• Teachers encouraged to set homework when it is meaningful, not to a rigid timetable</li> <li>• Feedback policy designed to make marking and feedback demands on staff manageable</li> <li>• Reporting requirements reviewed regularly and streamlined where possible</li> </ul>
	<p><b>Communications and technology</b></p> <p>All staff are supplied with a laptop  Communication streamlined using daily message document and weekly staff briefing  ClassCharts used to help teachers work more efficiently and flexibly</p>
	<p><b>Calendar planning</b></p> <ul style="list-style-type: none"> <li>• Deadlines and events scheduled to spread workload where possible</li> <li>• Programme of after school meetings is relatively light compared to many schools</li> <li>• Earlier finish on a Friday afternoon to allow department planning meetings to run from 2.30-3pm each week</li> </ul>
	<p><b>Professional development</b></p> <ul style="list-style-type: none"> <li>• Extensive in-house CPD programme and opportunities for external training</li> <li>• Funding to support teaching and support staff working towards relevant professional qualifications</li> <li>• Trust-wide opportunities such as 'A' level teaching experience</li> </ul>
	<p><b>Flexible working and leave of absence</b></p> <ul style="list-style-type: none"> <li>• Staff absence policy is applied generously</li> <li>• Informal and formal requests for flexible working considered</li> <li>• End of term early finish for all staff</li> </ul>
	<p><b>Staff wellbeing</b></p> <ul style="list-style-type: none"> <li>• 2-week Autumn Half-term</li> <li>• Free tea/coffee and biscuits</li> <li>• Friday treats such as cheese/biscuits, doughnuts, fruit and chocolate for all staff at break</li> <li>• On site Dining Hall which offers a free lunch when you 'dine in'.</li> <li>• Late start following Open evening</li> </ul>
	<p><b>Other benefits</b></p> <ul style="list-style-type: none"> <li>• Cycle to work scheme and ample on-site parking.</li> <li>• Refer a friend incentive of £500.</li> <li>• Long service awards</li> <li>• London fringe allowance</li> </ul>

## The English Department

We seek an outstanding and creative teacher of English, who must have a desire to learn and grow as a practitioner in addition to having a strong sense of moral purpose.

Our students are wonderful, open-minded and have a great love of learning. This is a successful department, ready for the next stage of its development.

There are currently a team of six experienced practitioners with expertise in SEND, behaviour and well-being, literacy and assessment for learning. Over the last 18 months, lots of exciting work has been done to develop the department to provide active, challenging and creative learning experiences for our students.

## **Curriculum and Literacy**

We study a rich and broad curriculum that embraces literature from all cultures and eras. Our KS3 curriculum prepares our Year 7-9 students for the challenges of the new GCSEs and allows GCSE students the opportunity to learn with an experienced AQA Examiner, study within target groups at GCSE and enjoy regular 'English in the Hall' subject lectures to prepare them for their post-16 study.

Indeed, the very best thing about our school is the students we serve. Their open-mindedness and love of learning enables us to boost their literacy skills through whole school event days including 'International Literacy Day' 'National Poetry Day', 'No Pens Day Wednesday', 'Martin Luther King Day' and 'World Book Day'. Students also enjoy our new and fully resourced library. There are also bespoke library lessons and a new literacy programme to support students' literacy.

## **Accommodation**

Students learn in a suite of seven, large classrooms, all of which have SMART Board technology and interactive whiteboards. The English department also have their own computer suite, where we encourage our practitioners to use Information Technology to enhance learning.

## **Additional TLR**

A TLR payment is available to the right candidate to take on an additional responsibility within the department or at whole-school level supporting the literacy drive in the school.

# JOB DESCRIPTION

<b>Post Title:</b>	<b>Classroom Teacher</b>
<b>POSITION IN ORGANISATION</b>	
<b>Reporting to:</b>	<b>Subject Leader</b>
<b>MAIN PURPOSE OF JOB</b>	
As a main scale teacher, you are expected to plan and deliver high quality lessons and learning experiences which meet not only the requirements of the National Curriculum but also use its flexibility to engage, motivate and challenge each pupil under your care.	
<b>MAIN ACCOUNTABILITIES and DUTIES</b>	
<p>The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document. It may be modified by the Headteacher, with consultation, to reflect or anticipate changes in the job, commensurate with the salary and job title.</p> <p><b>Teaching and Learning</b></p> <ul style="list-style-type: none"><li>• To assist in the development of appropriate specifications, resources, schemes of work, marking policies and teaching strategies in the Department.</li><li>• To contribute to the Curriculum Area Development Plan and its implementation.</li><li>• To plan and prepare high quality lessons.</li><li>• To contribute to the process of monitoring and evaluation of the Curriculum Area in line with agreed school procedures, including evaluation against quality standards and performance criteria. To seek/implement modification and improvement where required.</li><li>• To engage in any review of methods of teaching and programmes of work.</li><li>• To take part, as may be required, in the review, development and management of activities relating to the Curriculum, organisation and pastoral functions of the school.</li><li>• To contribute to the development of effective subject links with external agencies.</li><li>• To be a Form Tutor to an assigned group of students.</li><li>• To teach students, according to their educational needs, including the setting and marking of work to be carried out by the student in school and elsewhere.</li><li>• To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.</li><li>• To contribute to additional opportunities for students in the wider community through trips and visits that are organised within the department or school as a whole.</li><li>• To maintain appropriate records and to provide relevant, accurate and up to date information for SIMS, registers etc.</li><li>• To complete the relevant documentation to assist in the tracking of students.</li><li>• To track student progress and use that information to inform teaching and learning.</li></ul> <p><b>Performance Management</b></p> <ul style="list-style-type: none"><li>• To take part in the school's staff development programme by participating in arrangements for further training and professional development.</li></ul>	

- To continue personal development in the relevant areas, including subject knowledge and teaching methods.
- To actively engage in the Performance Management Review process.

**Other**

- Ensure that all duties and services provided are in accordance with the School’s Equal Opportunities framework.
- Take responsibility for knowledge of the school’s safeguarding and child protection policies and procedures, and demonstrate commitment to promoting and safeguarding the welfare of children and young people in line with these.
- Carry out any other duties as directed by the Headteacher, as may from time to time be agreed, in accordance with the nature of the job as described above.

**Health & Safety**

You are required to be aware of and comply with the school’s Health and Safety policy at all times and act proactively in all matters relating to health and safety.

**Confidentiality**

During the course of your employment you may see, hear or have access to, information on matters of a confidential nature relating to the work of Lynch Hill Enterprise Academy or to the health and personal affairs of pupils and staff. Under no circumstances should such information be divulged or passed on to any unauthorised person or organisation.

**GDPR**

During the course of your employment you will have access to data and personal information which should be managed in accordance with the General Data Protection Regulations (GDPR)

**Safeguarding Children**

In accordance with the Trust’s commitment to follow and adhere to the most recent versions of the Department for Education’s (DfE) guidance entitled "Keeping Children Safe in Education" and “Safeguarding Children and Young People and Young Vulnerable Adults Policy” and all other relevant guidance and legislation in respect of safeguarding children, you are required to demonstrate your commitment to promoting and safeguarding the welfare of children and young people in the Trust. All staff are required to maintain appropriate professional boundaries in relationships with children and with all members of the school community and outside agencies, and exercise sound professional judgment which always focuses upon the best interests of the students and the Trust.

You are also required to know and comply with the most recent version of the DfE document ‘Guidance for Safer Working Practice for Adults who work with Children and Young People.’ You are required to have satisfactory Enhanced DBS clearance with barred list information. Your role requires you to observe and maintain appropriate professional boundaries at all times and avoid behaviour that might be misinterpreted by others. You must understand and carry out your duties in accordance with the responsibilities of being in a position of trust and dispatch your duty of care appropriately at all times. You will be expected to present a consistently positive image of the school and uphold public trust and confidence at all times.

## Person Specification

**You must have Qualified Teacher Status in the UK, or an equivalent overseas qualification with UK teaching experience. This will allow you to deliver the National Curriculum and be properly equipped to deal with classroom management. You will be committed to raising standards and have good organisational and interpersonal skills**

Classroom Teacher	
<p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>• A Degree</li> <li>• Qualified Teacher Status, with subject specialism(s) related to the post advertised</li> <li>• Ability to teach across the full 11-18 age and ability range</li> </ul>	
<p><b>Knowledge and Skills</b></p> <ul style="list-style-type: none"> <li>• Professional knowledge and understanding of National Curriculum and GCSE requirements</li> <li>• Ability to articulate characteristics of effective teaching and learning with evidence of good practice</li> <li>• Good classroom management technique</li> <li>• Knowledge and understanding of effective assessment and its contribution to learning and progression</li> <li>• Knowledge of strategies related to key issues in education e.g. gender issues, equal opportunities, SEND</li> <li>• Ability to contribute to Schemes of Work/Lesson Plans</li> <li>• Knowledge and use of ICT and e-learning</li> <li>• Excellent time management and organisational skills</li> <li>• Excellent interpersonal and communication skills, both written and spoken</li> <li>• Ability to work independently and take initiative</li> </ul>	<p><b>Personal Qualities</b></p> <ul style="list-style-type: none"> <li>• A sense of humour</li> <li>• A flexible and adaptable approach</li> <li>• Commitment to raising standards</li> <li>• A desire to continue to learn and develop within the professional role</li> <li>• Resilience and determination to be successful</li> <li>• Ability to work well under pressure</li> <li>• Commitment to safeguard and promote the welfare of children and young people</li> </ul>