

Buttershaw Business and Enterprise College



Ambition

Courtesy

Resilience

Kindness

APPLICANT INFORMATION PACK

TEACHER OF ENGLISH

CLOSING DATE FOR APPLICATIONS: 18 May 2026 – 9am

INTERVIEW DATE: w/c 18 May 2026

START DATE: 1 September 2026

WELCOME

Thank you for your interest in the post of Teacher of English at Buttershaw Business and Enterprise College (BBEC.)

Our vision is that we will all work to ensure that our students will be the best they can be and can achieve great things. They will be **ambitious**, **resilient** and determined in their learning and respectful, **courteous** and **kind** in their relationships.

It is a privilege to serve our diverse community and I am extremely proud of what we have achieved along our journey of school improvement to date.

All leaders are passionate about the students who attend this vibrant school, and we demonstrate this by teaching them well and expecting the very best from them. The appointment of a dynamic and ambitious Teacher of English is crucial in order to raise standards, whilst developing the skills and potential of all students, so that they can lead happy, healthy, confident and responsible lives as individuals and members of society.

We are a fully inclusive school and we welcome all children and their families. We have a great mix of students with different skills and talents, and we are truly proud of our inclusive approach, with our commitment to see every child reach their potential. We expect all staff to work hard to ensure that we fulfil this aim.

The intent of the curriculum at BBEC is to:

- develop the whole child to ensure that they embody BBEC's values, both in and out of school, by being **ambitious** and **resilient** in their work and **courteous** and **kind** in their interactions with other people.
- provide an all-round education that delivers excellent outcomes in terms of academic success, improved cultural capital and increased ambition in order to counter social disadvantage.
- create a school where everyone belongs and equality of opportunity is actively and effectively promoted.
- develop an understanding, appreciation and respect for diversity while recognising and celebrating difference as well as all we have in common.
- ensure students are compassionate, **courteous** and **kind** by guiding their moral, intellectual and creative development.
- secure high levels of literacy, oracy and numeracy to enable students fully to participate in their acquisition of knowledge and skills
- nurture academic habits and skills, emotional intelligence and creativity across a wide range of subjects including the arts, music, performing arts, IT, technology and sport.
- foster confidence, resilience and discipline in seeking knowledge.
- develop knowledge of, and pride in, Buttershaw and Bradford as well as developing ambition and awareness of the possibilities outside the local environment.

At BBEC, we recognise that our staff are our biggest asset. We believe that our young people deserve the best, therefore we recruit carefully and invest in training to ensure continued improvement and an excellent quality of education.

Although we are a large school, we work very hard to ensure we retain our sense of community and family ethos. We strongly believe that education is a partnership between school, students and parents and work hard to develop this partnership.

This post would offer an exciting challenge to someone seeking to broaden their experience and career prospects. High expectations and a determined focus on continuous improvement are essential.

In return, you will receive the support of a strong team of Senior Leaders and Governors, with well-motivated staff, students and parents.

If you decide to apply for this post, please complete the application form, together with a formal letter of application addressing the relevant points on the person specification.

I very much hope to welcome you to BBEC to experience first-hand our vision, values and commitment to our young people and to our community.

Yours sincerely



Andrew Taylor
Headteacher

ABOUT BBEC

Buttershaw Business & Enterprise College is an **improving school**. We are an ambitious, community-focused academy of just over 1400 students serving an area of social deprivation on the southern edge of Bradford and seven miles from Leeds. BBEC is popular locally and is rapidly becoming the school of choice for the community of Buttershaw.

**We all belong
at BBEC**



BBEC is an **inclusive school**, our school motto is '**We all belong at BBEC**'. We celebrate our differences and our similarities and do not tolerate discrimination of any type. We have a bold approach to inclusion and work so that all students and staff can bring their authentic selves to school.



BBEC has a cohesive, highly skilled and ambitious staff team who work hard to ensure that every student is successful. Many of our students face multiple challenges and it is through clarity of vision, professionalism and determined support for students and for each other that we are bringing about improvement. We have the highest expectations for all our students and expect that our staff teach to the very highest level. We have a rigorous approach to quality assurance and a significant commitment to Continuing Professional Development. Teachers have many opportunities to improve their teaching pedagogy and pedagogical subject knowledge and we expect them to make the most of these opportunities to ensure that the highest of standards are maintained.

BBEC is situated in a modern building. It has well-equipped departments that are arranged in suites of rooms. All teachers have a laptop, all classrooms are equipped with projectors and interactive whiteboards and all classrooms have access to student laptops.

All at BBEC are dedicated to raising the aspirations of our students and improving cultural capital through ambitious schemes of learning in all year groups and a varied offer of extra-curricular activities and opportunities. We run trips and visits to places in the UK and across the world, our students take place in a myriad of competitions and our CEIAG programme is exemplary.

This exciting role offers great opportunities for the successful candidate and a chance to make a difference to some wonderful young people.

ENGLISH AT BBEC

The English Department has sustained significant improvements in teaching and learning over the last few years. KS3 schemes and GCSE specifications have been chosen to allow all students to succeed in both English and English Literature with staff enthusiasm and commitment to students at BBEC ensuring students make good progress and attainment.

The department team consists of the equivalent of eleven full-time teaching staff. The teaching staff have a well-developed team ethic, commitment and a shared passion for the subject and to develop their pedagogy. They are all committed to developing the learning experience of all students in the school. The team consists of a mixture of experienced and younger staff including a deputy headteacher and assistant headteacher.

The department has a suite of classrooms which all have smartboards and visualisers. Dedicated laptop trolleys are also available within the department. Two class sets of tablets are kept in the library for Sparx reading sessions with Key Stage 3 classes.

The department vision is to create an environment and ethos where all students can excel. We will support those students that want to attain the best possible outcome and help those that need extra guidance to achieve, whilst fostering a love of literature and the English language.

The department works closely with the other four BDAT English departments and the sharing of good practice is a real strength of the MAT.

CURRICULUM INTENT - ENGLISH

The English curriculum at BBEC intends to:

- ensure that all students become confident and **courteous** communicators, therefore limiting any barriers to their future, enabling them to thrive in the real world and ensuring equal opportunities for all
- deliver excellent outcomes through developing genuine enthusiasm, understanding and appreciation of the English language, specifically through the acquisition and application of ambitious new vocabulary
- build **resilience** and deepen students' knowledge by engaging with the highest quality of literature, by a diverse range of authors, that will inspire, challenge and motivate them
- use the study of a diverse range of literature to explore and develop students' ability to empathise, to demonstrate kindness and to celebrate our differences
- actively promote diversity and inclusion by modelling compassionate and courteous communication and through the development of their moral, intellectual and creative development
- encourage all students to let their imagination, personality and **ambition** shine through in their writing
- actively encourage **resilience**, creative development and independence in students by using a range of exciting stimuli, including books, film clips, visitors, real-life experiences and home learning to teach students about the nuances of the English language
- to foster **ambition** in all BBEC students, by improving their cultural capital through experiences such as texts in performance, writing workshops, guest speakers and visits
- develop social and cultural awareness by exploring current affairs (local, global and national) through non-fiction texts and contemporary poetry

TEACHER OF ENGLISH – JOB DESCRIPTION

JOB PURPOSE

To teach and facilitate learning to a range of students including preparing them for qualifications where appropriate.

PRINCIPAL ACCOUNTABILITIES

Teaching

- Working in line with the National Standards for Teachers
- Marking work, giving appropriate feedback and maintaining records of students' progress and development
- Planning, preparing and delivering lessons to a range of classes including putting up displays in the classroom
- Selecting and using a range of different learning resources and equipment
- Managing student behaviour in the classroom and on school premises, using the school's rewards and behaviour policy to maintain high standards
- Preparing students for qualifications including external examinations and administering and invigilating internal examinations
- Undergoing regular observations and participating in regular in-service training (INSET) as part of continuing professional development (CPD)
- Participating in parents' evenings and reporting to parents

Under the guidance of the subject leader:

- Researching new topic areas, maintaining up-to-date subject knowledge and then devising and writing new curriculum materials
- Supervising and supporting the work of teaching assistants, trainee teachers and early careers teachers as appropriate.

Tutoring

- Undertaking pastoral duties in the role of form tutor, and supporting students on an individual basis through academic or personal difficulties
- Delivering the PHSCE curriculum to students as part of the curriculum and personal development agenda
- Supporting heads of year in the implementation of school policies around rewards, attendance and behaviour
- Creating a positive ethos and acting as a good role model
- Monitoring and reviewing students' current progress across the curriculum using data provided
- Keeping parents fully involved regarding students' progress, including curriculum related or behavioural concerns
- Being aware of social and personal factors relevant to students within and outside of school.

Support for the School

- Being aware of and complying with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
- Being aware of and supporting difference and ensuring all students have equal access to opportunities to learn and develop
- Contributing to the overall ethos/work/aims of the school
- Appreciating and supporting the role of other professionals
- Attending and participating in relevant meetings as required
- Participating in and organising extra-curricular activities, such as school trips, social activities and sporting events
- Participating in calendared meetings including: departmental meetings, year team meetings and whole school training events
- Liaising with other professionals, such as learning mentors, careers advisors and educational psychologists
- Participating in training and other learning activities and performance development as required
- Supporting, upholding and contributing to the development of the School's Equality Policy and practice in respect of both employment issues and the delivery of services to the community
- Undertaking lunchtime and break supervisory duties as directed.

TEACHER OF ENGLISH – PERSONNEL SPECIFICATION

ATTRIBUTES	REQUIREMENTS	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
Qualifications	<ul style="list-style-type: none"> Qualified Teacher Status An honours degree in a relevant subject 	√ √		Application
Experience	<ul style="list-style-type: none"> Successful experience of teaching English at KS3 and KS4 Successful experience of teaching a range of abilities Successful experience of teaching in a comprehensive school with a significant number of disadvantaged students 	√ √	√	Application References Interview
Training	<ul style="list-style-type: none"> Evidence of relevant training or willingness to undertake such training 	√		Application Interview
Knowledge, Skills and Ability	<ul style="list-style-type: none"> Ability to develop good professional relationships with both teachers and associate staff Ability to manage a classroom effectively, maintaining firm but fair discipline Excellent organisational skills. Knowledge of current developments in technology curriculum and pedagogy Knowledge of intervention strategies Ability to develop and maintain records to monitor and evaluate the effectiveness impact of teaching and learning Ability to relate well to students, setting clear and high expectations of behaviour, effort and achievement 	√ √ √ √ √ √ √		Application Interview
Personal Circumstances	<ul style="list-style-type: none"> Must be legally entitled to work in the UK (Asylum & Immigration Act 1996) Able to satisfy the requirements of safeguarding recruitment checks in line with Keeping Children Safe in Education Must have the ability to be flexible and work to the requirements of a busy school Interest in the school's wider role in the community 	√ √ √ √		Application Interview
Disposition and Attitude	<ul style="list-style-type: none"> A passion for education and a deep-felt desire to make a difference for young people. Possessing educational vision underpinned by values Emotionally intelligent: knowing when to direct, when to challenge and when not to; being able to inspire, present a positive perspective at all times; being able to listen and show awareness of other's sensitivities; having personal pride and leading by example. Understands the importance of work/ life balance. Enthusiastic, flexible, team player who enjoys hard work and takes constructive criticism. Good oral and written communicator. 	√ √ √ √ √ √		Application Interview References
Physical	<ul style="list-style-type: none"> Resilient 	√		References Interview
Equality	<ul style="list-style-type: none"> A commitment to, and evidence of, promoting diversity and equal opportunities within the Trust, the curriculum and employment practice. 	√		Application Interview

MAKING YOUR APPLICATION

We hope that having read this pack you are inspired to apply for the post.

In order to apply, please complete the application form on MyNewTerm. The application form can be downloaded from the school website <https://www.buttershaw.net/work-for-bbec>

At BBEC our first priority is keeping our young people safe. Safeguarding is at the heart of all we do, and we work hard to ensure that all of our students are safe at all times and know how to keep themselves safe in a variety of situations. BBEC makes decisions about the suitability of prospective employees based on checks and evidence including: criminal record checks (DBS checks), barred list checks and prohibition checks, together with references and interview information.

If you would like to speak to someone about the vacancy, please contact Mrs Brown at Buttershaw Business and Enterprise College on 01274 676285, or by email at taffy.brown@bbec.bdat-academies.org.

INCLUSION

As a Trust we are an inclusive employer. We welcome applications from candidates of all backgrounds, faith, ethnicities or with any protected characteristics. We are simply looking for the very best candidate for the job and will assess your application only on the information in your written application or your performance at interview should you be successfully shortlisted.

We will ensure that the selection process is fair and without discrimination for or against any candidate based on age, ethnicity, gender, religious beliefs, marital status, sexual orientation or disability. The person specification sets out the criteria used to assess candidates through the selection process.

ABOUT BDAT

Buttershaw Business and Enterprise College is an academy within Bradford Diocesan Academies Trust. If you are successful in being appointed, the Trust will be your employer.

General Information and Background

Bradford Diocesan Academies Trust (BDAT) is a Multi- Academy Trust (MAT) supporting a number of primary and secondary academies in Bradford. BDAT is the only Church of England MAT operating in Bradford and is part of the Diocese of Leeds. BDAT is a charity, governed by a board of trustees who are responsible for, and oversee, the management of the company. The Memorandum and Articles are available on the Trust's website at www.bdat-academies.org.

Our mission statement

At BDAT we want every child to have a happy and high-quality education enabling them to grow and flourish during their time at school.

In practice, as a Trust, we seek to work with and alongside the academies in our Trust to provide a good quality of education to all children in our academies. The Trust does this through operating a light touch support role for academies at times of challenge and by establishing collaborative structures and processes to enable them to work together and share good practices. As our family of academies continues to grow, we are constantly looking at how we can continue to improve to establish effective and efficient ways of partnership working. We believe this means we are big enough to achieve business economies of scale whilst being small enough to retain our family of schools approach where we are truly able to know, understand and support each other.

Our Christian ethos

BDAT is a proudly Christian organisation committed to providing high-quality education for all within an ethos which encourages academic, vocational, mental, physical, and spiritual opportunities and development for each member of its academies. Whilst robust Christian principles underpin the work of the academy, everyone is encouraged to explore their own spirituality and to recognise and understand that of others. It is for this reason that we choose to support and sponsor Non-Church of England academies, as well as those within the faith.

ICARE

At BDAT we have considered the importance, effectiveness and sustainability of how we tackle issues like racism and other types of discrimination across all areas of our MAT and within each of our schools. We have led a Trust wide consultation to ensure we understand what we mean by inclusion and to look at what we can do differently centred around the Trust values: "ICARE". To download our ICARE consultation documents please [click here](#)

BDAT People: Our Faculty of Professional and Career Development

BDAT People brings together into a single entity all that we currently do to recruit, develop and retain our staff. It provides the strategic direction to ensure that our professional and career development supports school improvement and drives our vision of BDAT as an employer of choice.

By bringing all our work in this area under 'one umbrella' it ensures our staff know about BDAT's development offers and how they can be accessed. <https://bdat-people.org/>

CONTACT DETAILS

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