



BISHOP WORDSWORTH'S SCHOOL

SALISBURY, WILTSHIRE

BISHOP
WORDSWORTH'S
SCHOOL



**APPOINTMENT OF ENGLISH TEACHER
(MATERNITY COVER) FULL TIME**



TABLE OF CONTENTS

- Pages 3&4 - The School
- Page 5 – Academic Life
- Pages 6 & 7 - Extra-Curricular Activities
- Page 8 – Bishop’s Structure
- Page 9 - Staff and their welfare
- Page 10 - Person Specification
- Pages 11 &12 - Job Description
- Page 13 - How to Apply



THE SCHOOL

HISTORY AND TRADITION

Since its founding in 1890 by Bishop John Wordsworth, Bishop's has provided academic excellence in the heart of Salisbury and today remains a school which is held in high regard by the local community. Educating 1,190 students aged 11–18, including around 138 girls in the co-educational Sixth Form, the school is a significant player in the educational landscape of Salisbury and more widely. In the shadow of the Cathedral spire the School's eclectic buildings span the seventeenth to the twenty-first centuries. This creates a very special atmosphere in which students are conscious, on a daily basis, of their part in a long tradition of academic endeavour.

ADMISSIONS

As a Church of England Grammar School and Academy, we set our policy on admissions and choose our 11+ entrance exam provider. We admit 160 boys who have passed the 11+ exam into year 7 each September and our Sixth Form admits around 200 students who have achieved the required academic standard in year 12. Any student living within reasonable travelling distance of Salisbury is welcome to apply and students from the broadest range of schools and backgrounds thrive here.

HIGH EXPECTATIONS AND HIGH ACHIEVEMENT

Bishop's is one of the best-performing schools in the country and outstanding levels of success are part of everyday life. We never take this for granted and continuously support and encourage our students to commit themselves fully to all that they do. Well aware of our expectations, students relish the opportunity to aim high and achieve their goals. Every student is encouraged to find something at which they excel and to develop their self-confidence.

CHRISTIAN VALUES

Our church school ethos permeates the fabric of life here – from regular worship in the cathedral and our chapel, through religious education, to the way we operate as a community. We welcome students of all faiths or none, but the Christian values of respect and tolerance for all, provide a moral compass that influences everyone, both personally and culturally.



SPIRIT OF TOGETHERNESS

As the school motto “Veritas in Caritate” (truth through loving) suggests, consideration and thoughtfulness are central to life at Bishop’s. Right from day one, we work hard to make students feel valued and welcome. Within each year there are five tutor groups of around 32 students, led by form tutors. Heads of School operate an ‘open door’ policy whenever possible and in our Sixth Form, every student is allocated a personal mentor, closely matched to the individual students’ academic specialism.

LOCATION

Bishop’s is situated in the heart of the beautiful cathedral city of Salisbury. The city is vibrant and home to a number of other educational institutions, as well as the cathedral the Salisbury Playhouse and the Arts Centre. The city is commutable from a wide range of other villages, towns and cities, and is well connected by both road and rail networks. Leading a school with the reputation and standing that Bishop’s has, comes with its own responsibilities and opportunities. The Headteacher is likely to be a known figure locally within education, and/or someone who would thrive in engaging in the wider community in a meaningful way, as well as playing a wider role through the school’s historic and current links with the cathedral.

BWS FOUNDATION

The Foundation supports Bishop's students by providing grants and bursaries for uniform, extracurricular activities and transport for the benefit of those pupils who would otherwise be unable to afford such things.

INTERNSHIP OPPORTUNITIES

Students can access our extensive network of Bishop's Alumni professional contacts with through LinkedIn (around 2,000 contacts), and the Bishop's Foundation also has a Career Enablement arrangement through which we may be able to arrange internship opportunities in the City of London.

Read more about the school here: <https://www.bishopwordsworths.org.uk/>



ACADEMIC LIFE

Academic life at Bishop's combines rigour, depth, and breadth. Highly qualified teachers go beyond exam syllabi to inspire independent learning. Students deepen their knowledge through workshops, lectures, fieldwork, and competitions, excelling both in and beyond the classroom.



A Level Results 2024

100% pass rate, 75% A*-B, 14 students A* in all papers

With 196 students, our largest cohort yet, over 75% of grades were A*-B. Fourteen students secured places at Oxford and Cambridge, while 54 achieved all A*/A grades, including 14 who earned A* in every A level. This outstanding performance cements the school's position among the top performers.

GCSE Results 2024

43% 9-8 / A*
64% 9-7 / A*-A

Of the 154 Year 11 students at Bishop's, over 64% of their papers achieved Grades 7-9, with 25 students earning top grades in all subjects. This success reflects their determination, the creativity of their teachers, and strong parental support.

Careers Provision

At Bishop's, a robust careers programme helps students explore all pathways, including higher, further, and technical education and apprenticeships. Students have year-round access to a qualified careers adviser registered with the Careers Development Institute. The school also hosts the region's largest HE and Careers Convention, featuring seminars on higher education.

EXTRA-CURRICULAR ACTIVITIES

We encourage all students to take part in the rich co-curricular life of the school which enables them to take on leadership roles within the house and prefect systems, to enjoy a variety of sports, to undertake community service and to help support the development of younger students in the school.

TRIPS, OUTDOOR EDUCATION AND CLUBS

As well as the trips to France, Germany and Spain, Bishop's offers students the chance to take part in a wide range of extra-curricular activities. For outdoor education enthusiasts, we run residential visits to Pencelli in South Wales, as well as Bronze, Silver & Gold Duke of Edinburgh expeditions. Our Outdoor Adventure programme is designed to challenge students mentally and physically and help them transfer the emotional strength gained from these experiences to everyday life.

Over 40 clubs and societies meet during lunch breaks or after school. A student can become involved in voluntary work locally, play chess, try debating or film-making. The opportunities to experience activities and destinations here and abroad are immense. A willingness to contribute to this range of activities is essential to working at this outstanding school.



MUSIC

Musicians and artists are given the chance to display their skills in various concerts. The music department runs a school choir, orchestra, wind band, big band, as well as offering opportunities for chamber groups and music theory and technology sessions.

The school choir is 60 strong, leading all major school services including the monthly school service in Salisbury Cathedral. It performs up to six other concerts in a school year, with one major oratorio which this year was Vivaldi's Gloria. There are also yearly joint Evensong with two other Grammar Schools at St Peter's College, Oxford.

We also have a school, all that perform to a very high standard and do so regularly.

The school chapel houses a Viscount Chorum 90 organ which is used for daily school worship, with several students who are learning the organ and provided with the opportunity to play at school chapel services.



SPORT

Bishop's has a proud history and tradition of sporting provision, whether it is for our top performers or the beginner. Sport plays a central role in the school's aims to encourage all our students to develop their potential by setting themselves the highest standards of excellence and achievement with integrity and confidence.

We are committed to providing inclusive, challenging and enriching Physical Education and sporting opportunities, which promote high standards of performance and a positive attitude towards sport and physical activity for life. We strive for national recognition across a wide range of sports and compete on a local, regional and national level.

Competitive sport is in the lifeblood of the school. Rugby, Cross Country, Athletics, Basketball, Soccer, Hockey, Netball, Cricket and more feature in the sporting calendar, with regular fixtures against schools across Wiltshire and the South West of England. While we are justly proud of our outstanding reputation for sporting success both regionally and nationally, we value equally the commitment of students who give their best to an activity they enjoy.



DRAMA

All students in KS3 have a double lesson of Drama every week and the School stages a play or musical each year for those interested in acting, technical support, stage management, music to set design with students keen to get involved. Sixth formers are also involved in running a lower school Drama Club. We have many former students who have gone into the performing arts and who enjoy successful careers.

Ralph Fiennes: (Bishop's 1976—1981) One of the UK's most highly-regarded and internationally celebrated actors. David

Oakes: (Bishop's 1995—2002) Trained at Bristol Old Vic, best known for The Pillars of the Earth.

BISHOP'S STRUCTURE

LOWER SCHOOL (YEARS 7 & 8)

The Lower School Office organises daily life for Years 7-8, monitoring academic progress, well-being, and pastoral issues. It ensures staff can support and challenge students effectively by handling all aspects of their schooling, including rewards and sanctions. Students mainly learn in tutor groups, following a common timetable. Teaching aligns with the National Curriculum, providing a strong foundation for future studies, including GCSEs, which begin in Year 9.

MIDDLE SCHOOL (YEARS 9 to 11)

The Middle School focuses on achieving academic excellence while fostering social, cultural, and recreational development. Staff work closely with parents to ensure students thrive. Academic, pastoral, and career support equips students with qualifications and skills by Year 11, whether they progress to Sixth Form or leave school. Pastoral care includes tutorials, personal interviews, and careers guidance from the Careers Advisor. Regular contact is maintained between staff and students, with progress reviewed by the Headteacher.

SIXTH FORM

Our Sixth Form offers exceptional academic opportunities, taught by experienced specialists who inspire independence and deliver top results. Students are highly sought after by universities and employers. Since becoming co-educational in 2020, the Sixth Form has grown to 391 students, including 133 girls. This year, 191 students joined Year 12, 70 of whom are female. Students excel in academics, arts, and sports, and show leadership and community spirit. Alumni often return, bringing valuable global experiences to share with current students.





STAFF AND THEIR WELFARE

The Governors and the school's Senior Leadership Team (SLT) are committed to fostering a culture of cooperation, trust and mutual respect and recognise that work-related stress has a negative impact on employee well-being. With a strong emphasis on providing ample opportunities for personal and professional development, a structured appraisal system enables regular feedback and goal setting and the school's commitment to its employees' growth is evident in the generous budget allocated for Continuing Professional Development, encouraging staff members to expand their skill sets and expertise. Fostering a collaborative environment, the school promotes a robust ethos of teamwork, recognising that collective efforts lead to exceptional results. The Governors and SLT actively seek continuous improvement in this area, ensuring that their employees happiness and growth remain at the heart of the school's culture.

All staff are encouraged to participate in events undertaken by the school to promote health and wellbeing through a Wellbeing Committee where staff can meet to discuss such issues and promote initiatives. Bishop's encourages all staff to focus on their physical health, and the school gym is available to use after school hours. There is a staff badminton club, yoga sessions are also offered and the school offers a Cycle to Work scheme. Our 'Free Cake Friday' encourages all staff to get together over a cuppa and cake each week for a chance to get to know each other in a friendly environment.



PERSON SPECIFICATION

The following are essential or desirable characteristics associated with the post of a Teacher at Bishop Wordsworth's School. Evidence will be drawn from the application form and explored at interview.

Qualifications

- Good honours degree in the specified subject or in a closely-related area
- UK Qualified Teacher Status
- Evidence of further relevant qualifications or training
- Evidence of recent professional development

Experience

- Evidence of successful teaching at KS3&4 in the specified subject
- Experience of pastoral work in a school setting

Knowledge

- Up to date knowledge of the curriculum and current trends or developments
- Familiarity with the requirements of public examinations in the subject

Skills

- A confident and competent classroom practitioner
- A proven record of securing good progress for pupils
- Ability to differentiate teaching to meet the needs of all pupils
- Good communication, organisational and interpersonal skills
- Ability to converse fluently in English
- A willingness to share good practice and promote the development of the subject
- Ability to use and promote the effective use of ICT
- An ability to build positive working relationships with colleagues
- An ability to work effectively as part of a team and to work independently

Other

- Enthusiasm for learning and a passion for teaching
- High expectations of pupils and their behaviour
- A willingness to engage fully with continuing professional development
- A recognition of the importance of personal responsibility for Health and Safety
- A demonstrable commitment to equal opportunities
- Commitment to safeguarding and promoting the welfare of pupils
- A commitment to the School ethos and selective education in general
- Ability and willingness to contribute to the wider life of the School



TEACHER'S JOB DESCRIPTION

It is the role of the subject teacher to deliver quality lessons to maximise our pupils' learning.

RESPONSIBILITIES

Working Environment

- To ensure that teaching areas are organised appropriately and provide as pleasant, stimulating and tidy a working environment as possible.
- To be vigilant and proactive in the maintenance of the teaching environment, irrespective of location or circumstances.
- To report any damage or graffiti immediately it is discovered and take action if the perpetrator is known.

Punctuality and Attendance

- To insist on punctuality and to lead by example in this respect.
- To register all classes on Bromcom, and follow up any suspicious absences or follow up any patterns of absence as necessary
- To provide work as necessary in cases of extended absence using Insight.

Good Order

- To ensure that each lesson starts and ends in an orderly fashion.
- To ensure that pupils' behaviour and appearance is exemplary both in the classroom and upon pupils' arrival and departure.
- To apply the school's Behaviour Policy in full throughout the school day for all pupils and all areas of the school so as to ensure corporate discipline and standards.
- To apply the policy through appropriate use of praise and sanctions.
- To ensure that any sanctions are recorded on Bromcom as necessary.

Classroom Management

- To maintain high standards of classroom discipline and control, and refer to the Head of Department/form tutor any pupils who are difficult or disruptive.
- To ensure that there are opportunities for differentiation in lessons so that pupils can realise their potential.

Lesson Content

- To follow departmental syllabuses and schemes of work and contribute to their review, enhancement and development.

Preparation

- To ensure that all lessons are thoroughly prepared and carefully structured and that the work is appropriate to the needs and abilities of each pupil. This should be recorded in the teacher's planner/diary; these should show work to be covered (as a forecast) and/or work covered (as a record) depending upon the subject matter and the individual teacher's preference. These planners should be available to the Headmaster, Deputy Headmaster and Head of Department upon request.
- To ensure that specific pupil circumstances and/or needs (eg pupil premium, SEND) are suitably indicated in the planner so as to ensure that this is taken into account when planning and teaching.

Homework

- To set homework regularly on the nights specified in the homework timetable and in accordance with the School's homework policy. Pupils who do not produce satisfactory work on time should be referred to the Head of Department and, if appropriate, the form tutor.

JOB DESCRIPTION

Marking

- To mark work regularly, in line with School and departmental policy and guidance, and to keep up to date records of each pupil's work and progress. This record should be available to the Head of Department/Head of School and Deputy Headmaster.

Assessments / Reports

- To complete pupil assessments, profiles and reports carefully and promptly and to adhere to the School's policies and procedures for formal assessments and examinations.
- To ensure that all reports are individual in nature, and that the reports for pupils at all levels are completed punctually and to an exemplary standard as befits a grammar school.

Books/ Equipment/ Resources

- To keep careful records of the issue and collection of books and resources and to inform the Head of Department of any loss or damage which occurs.
- To manage the use of all resources by pupils in line with the School's Health & Safety Policy.

Meetings

- To attend and contribute to departmental and staff meetings.
- To attend parents' evenings and any other meetings directed by the Headmaster.

Rewards/ Sanctions Concerns

- To apply the School's system of rewards and sanctions, and to inform the Head of Department of pupils worthy of praise and pupils causing concern.
- To ensure that any pastoral information is shared with colleagues as necessary fully and promptly using Bromcom.

Professional Development

- To extend professional expertise by seeking and applying for relevant in-service training and attending whole staff training sessions.
- To contribute to wider professional development of staff by cascading information as necessary to colleagues.

Performance Management

- To participate in the School's system of Appraisals.

Extra-Curricular Activities

- To contribute to the School's extra-curricular activities programme so as to encourage team working, corporate identity and spirit and enhance opportunities for the students.. This is a non-contractual area where staff participation is entirely a matter of discretion and goodwill. However, such involvement carries important reciprocal benefits – for pupils and the development of the School's ethos but also for the professional development of the colleague concerned.





HOW TO APPLY

Please access the Bishop Wordsworth's School website http://www.Bishop'sschool.org.uk/The_School/Vacancies/ or TES for further specific information about the post and for the application form.

You must complete the BWS application form and may also, if you wish, submit a CV along with your completed application.

You are welcome to visit the school prior to application. Please contact the HR Manager by email or on 01722 333851 to arrange a visit and/or an informal discussion with the Head of Department.

Prospective applicants should refer to the school website which provides newsletters and examples of the everyday life of the school, as well as twitter feeds, information about the ethos, governance of the school, curriculum and range of activities that are offered to students.

EQUAL OPPORTUNITIES

Bishop Wordsworth's School is an equal opportunities employer in accordance with the Equality Act 2010. REHABILITATION OF OFFENDERS ACT 1974 (EXCEPTIONS) ORDER 1974 (AS AMENDED IN 2013).

Bishop Wordsworth's School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The post you are applying for is subject to an order under Section 4(4) of the Rehabilitation of Offenders Act 1974. Applicants must therefore provide information about all:

- convictions
- cautions
- warnings
- reprimands
- binding over or other orders
- pending prosecutions
- criminal investigations that are not "protected" as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013).

All offers of employment are subject to satisfactory references as well as an enhanced DBS and other safeguarding checks.

All shortlisted candidates will undergo social media checks prior to interview in line with KCSIE and in order to provide the appointment panel with any information that may be relevant to their suitability, or have an impact on the school's reputation.