



May 2026

Dear Applicant,

Thank you for expressing an interest in the post of permanent full-time 2nd in the English Faculty at Ysgol Penglais. You will be joining the school at a very exciting time as we live our vision for Penglais.

'Ysgol Penglais is a happy, ambitious, diverse and high-achieving school where everyone is respected and valued'. We work hard with staff, students, parents and the governing body to ensure that Ysgol Penglais is the excellent school that our students and community deserve. We are continually working to achieve the highest standards of student achievement, behaviour and teaching and learning.

We have an experienced body of staff who work hard and manage to maintain a supportive and friendly ethos. Our students want to achieve more than they thought possible and want to be challenged and supported to do so. There are many different needs within the school and the ALN department work hard across the school to support students when needed. The 6th form is very strong with about 230 students, achieving excellent results again this year.

By joining Ysgol Penglais, you will be supported professionally to achieve excellence in your role. I can promise you a demanding but ultimately rewarding experience as we move forward to becoming an excellent school.

The enclosed information gives you a snapshot of the school. If you would like further information, please contact Helena Clements by email at hcl@penglais.org.uk, or on 01970 624811. I look forward to receiving your application.

Yours sincerely

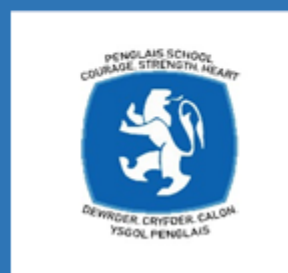
Ms Mair Hughes
Headteacher

Pennaeth / Headteacher:- Ms Mair Hughes



PENGLAIS SCHOOL'S VISION: Striving for Excellence

Ysgol Penglais is a happy, ambitious, diverse and high-achieving school where everyone is respected and valued. We are a strong, actively inclusive community, where everyone cares for each other. By developing our independent skills and working with staff, families and others in our community we will achieve and become our very best. The school is vibrant with students and staff co-operating, learning, thinking and working hard. We empower students to take on challenges and recognise that this is key to their individual growth. By developing confidence, resilience, bravery, independence and acceptance, our students will become responsible citizens of their communities, Wales and the world.



PENGLAIS SCHOOL VALUES

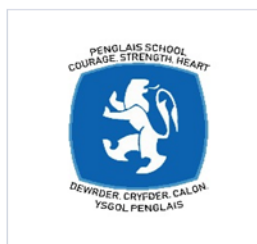
Being respectful and kind

Being ambitious and resilient

**Developing independence,
confidence and responsibility**

**Embracing diversity and
celebrating success**

**Being proud and active citizens in
our communities**





2nd in English Faculty MPS + TLR 2b (Permanent Full-time)

We seek to appoint an inspirational leader as 2nd in the English Faculty who can ensure that all students achieve outstanding outcomes in English, with a particular focus on Years 7 -9.

The right candidate will thrive on the challenge of working with our staff and students to ensure that teaching and learning is consistently good and outstanding; that the learning experience of the students is based on challenge and creative thinking; that all students achieve highly and develop in confidence. You will be committed to finding inclusive approaches to inspiring students and will be committed to improving the life-chances of all our students.

This is an ideal opportunity for an ambitious candidate to play a key role in increasing the aspirations and success of our students, thereby contributing to the journey of Ysgol Penglais in becoming an excellent school.

Ysgol Penglais has much to offer:

- a research-based school with good relationships between staff and students
- a commitment to the professional development of all its staff to become outstanding teachers and leaders
- access to the bustling university town of Aberystwyth
- located on the beautiful Ceredigion coast, an area of natural beauty

For further details please contact Helena Clements (PA to the Headteacher) on 01970 624811 or email hcl@penglais.org.uk

Ysgol Penglais is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Successful candidates must be willing to undergo Enhanced DBS and other checks appropriate to the post.

Ysgol Penglais is an equal opportunities employer.

Closing date: 17/05/2026

Interviews: 20/05/2026

Job Description – 2nd in the English Faculty – KS3

Job title: 2nd in the English Faculty – KS3
Salary grade: TLR 2b
Accountable to: Faculty Leader

Core Purpose:

- To promote and develop the high standards of teaching and learning across Key Stage 3 in English
- To ensure good progress and conduct of students across Key Stage 3 in English
- To be accountable for leading, managing and developing the Key Stage 3 English curriculum
- To share and support the schools' responsibility to provide and monitor opportunities for personal and academic growth
- Under the reasonable direction of the Headteacher, carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD)

Key accountabilities	Key tasks
To be accountable for the educational progress of students across KS3 English	<ul style="list-style-type: none"> ▪ Take responsibility for the performance and progress of students in KS3 ▪ Monitor teaching and assessment across KS3 ▪ Review student progress and achievements half-termly across KS3, ▪ Analyse student progress across KS3, making use of the data and planning appropriate action, involving subject teachers, to ensure that all groups of students make good progress ▪ Identify students who need intervention; decide on type of intervention; liaise with person delivering the intervention; monitor and evaluate the impact of the intervention at KS3 ▪ Take appropriate action to ensure consistent high standards are set across KS3 ▪ Liaise with the ALN department and ALNCo and Deputy ALNCo, discussing students' progress ▪ Liaise with HoY to discuss students and agree intervention through achievement meetings ▪ Work with the primary sector to ensure continuity in literacy from KS2 to KS3
To be accountable for leading, developing and enhancing the teaching of others	<ul style="list-style-type: none"> • Ensure that teaching across KS3 inspires students to achieve or exceed their targets • Ensure that whole school and subject specific teaching strategies are implemented successfully within KS3 • Lead KS3 in implementing change • Keep up to date with all initiatives and developments in teaching and in the subject • Secure effective teaching in KS3 through professional learning opportunities, lesson observations and learning walks, work scrutiny and monitoring student progress • Act to ensure that all work is marked regularly across KS3, according to the faculty expectations, that regular feedback enables all

	<p>students to improve their work further and make good and excellent progress</p> <ul style="list-style-type: none"> • Work with the Faculty Lead to develop professional learning opportunities across KS3 • Ensure that staff in KS3 receive appropriate support and training • Contribute to the quality assurance cycle of teaching and learning with the Faculty Lead
<p>To be accountable for leading, managing and developing the curriculum</p>	<ul style="list-style-type: none"> • Plan the KS3 curriculum to meet the needs of all students and in response to the Curriculum for Wales • Ensure the curriculum celebrates diversity, is inclusive of all students and a wide range of cultures • Lead the development of the Curriculum for Wales, with the Head of Faculty, ensuring that it responds to the school vision and the four purposes
<p>To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth</p>	<ul style="list-style-type: none"> • To be a Form Tutor to an assigned group of students • To promote the general progress and well-being of individual students and of the Form Group as a whole • To liaise with the Year Leader to ensure the implementation of the school's pastoral system • To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life • To evaluate and monitor the progress of students and keep up-to-date student records as may be required • To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved. • To communicate as appropriate, with the parents of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff • To contribute to PSHE and citizenship and enterprise according to school policy • To apply the Behaviour Management systems so that effective learning can take place • To ensure that school rules and procedures with regard to attendance, punctuality and school uniform are consistently and fairly applied
<p>Accountable for always ensuring the vision and values of the school are promoted</p>	<ul style="list-style-type: none"> • Always ensure highest expectations for all students in their conduct and learning, showing a real ambition for all students • Follow the positive behaviour for learning policy and promote it at all times • Contribute to school-wide initiatives in the subject • Contribute to the programme of extra-curricular activities, enrichment events, and visits and journeys relating to the subjects • Embrace opportunities to work with colleagues to enhance and improve practice

Accountable for the safeguarding of students	<ul style="list-style-type: none"> • Contribute to the safeguarding of students and to child protection using the procedures outlined in school policies • Ensure that health and safety policy and risk assessments are followed.
Other	<ul style="list-style-type: none"> • Be aware of and comply with policies and procedures relating to child protection, health, safety and security and confidentiality, reporting all concerns to an appropriate person • Ensure that the school's Equal Opportunities Policy is implemented and contribute to its regular review • Lead, attend and participate in regular meetings • Attend training where appropriate and exploit other opportunities for continuing professional development • Recognise own strengths and areas of expertise of themselves and the team and use these to advise and support others • Lead and assist in the supervision, training and development of staff • Participate fully in the school's performance management programme • Undertake other duties commensurate with the status of the post as may from time to time be determined by the Headteacher

This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once each year, but may be subject to modification or amendment at any time after consultation with the holder of the post

Person Specification

Qualifications	<ul style="list-style-type: none"> • Graduate status • Qualified Teacher Status
Experience	<ul style="list-style-type: none"> • Evidence of being a good to outstanding classroom teacher, preferably for at least two years • Evidence of being an excellent form tutor • Evidence of monitoring student progress and teaching and learning
Knowledge and Skills	<ul style="list-style-type: none"> • Knowledge and understanding of your subject up to A level and of assessment procedures at key stages 3-5 • Ability to promote a positive attitude to learning and to school • A high standard of written and oral communication • Ability to use ICT effectively
Personal qualities	<ul style="list-style-type: none"> • Enthusiasm for teaching and learning and for your subject • Commitment to continuous professional development of yourself and others • Be able to relate well to students and a commitment to positive and healthy outcomes for young people • Be able to listen effectively and be sensitive to others • A demonstrable commitment to the safeguarding of students and child protection • A demonstrable commitment to equal opportunities • Sense of humour • Excellent attendance and punctuality



Other	<ul style="list-style-type: none">• A willingness to take part in extra-curricular activities• Commitment to the school's ethos, aims and its whole community
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