

Ysgol Henry Richard

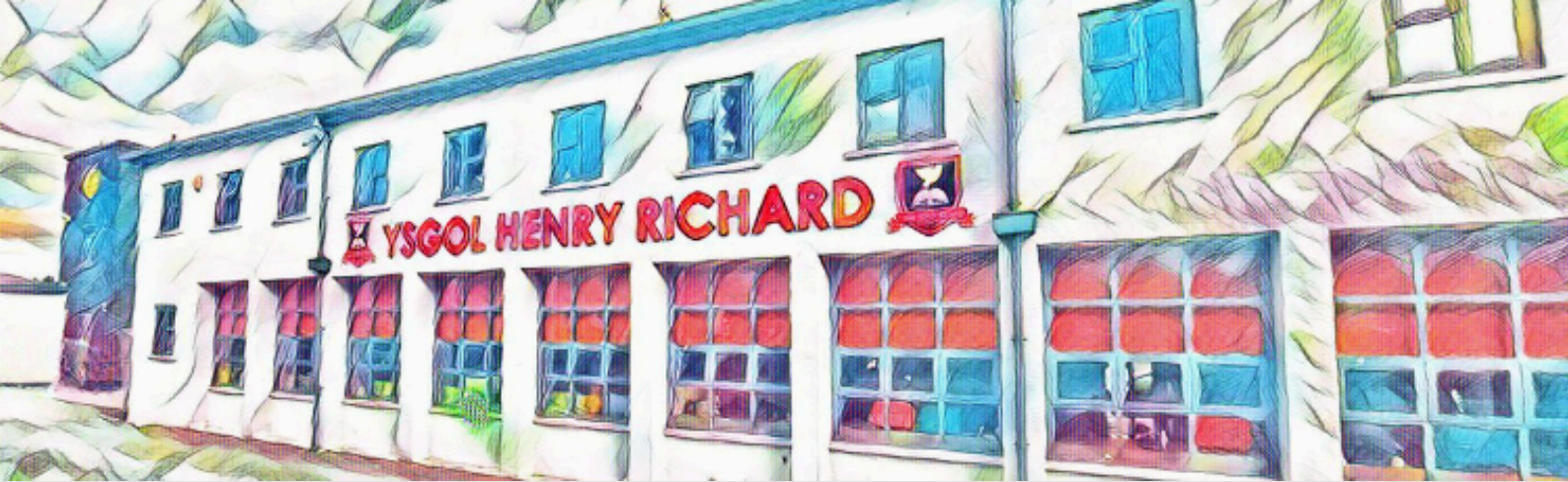


YSGOL HENRY RICHARD

Mewn llafur mae elw

**Pennaeth Saesneg, Ieithoedd Rhyngwladol a
Literacy**

**Head of English, International Languages and
Literacy**



Pennaeth Saesneg, Ieithoedd Rhyngwladol a Literacy

Hysbyseb

Diolch am eich diddordeb yn y Swydd Pennaeth Saesneg, Ieithoedd Rhyngwladol a Literacy. Mae hwn yn gyfle cyffrous i ni recriwtio athro ac arweinydd uchelgeisiol i ymuno â'n hysgol.

Rydym yn croesawu ceisiadau gan ymarferwyr ysbrydoledig a brwdfrydig sydd am fod yn rhan o siwrnai barhaus ein hysgol. Mae Ysgol Henry Richard yn ysgol pob oed sy'n gwasanaethu cymuned wledig fywiog yng nghanol Cymru. Wedi'i seilio ar draddodiad cryf o ofal, safonau uchel a pherthnasoedd cadarn.

Mae ein hysgol yn lle croesawgar a chynhwysol i weithio, wedi'i nodweddu gan ymdeimlad cryf o gymuned, cydweithredu a balchder lleol. Rydym yn ymrwymedig i ddarparu profiadau dysgu ystyrion a chyfleoedd eang i'n disgyblion, gan feithrin uchelgais, hyder a pharch tuag at eu hunain ac eraill.

Lleolir yr ysgol yn nhref hanesyddol Tregaron, yng nghanol Ceredigion, gan gynnig amgylchedd unigryw o gefn gwlad hardd ond hefyd hygyrchedd rhesymol i drefi cyfagos megis Aberystwyth a Llanbedr Pont Steffan. Mae hyn yn gwneud yr ysgol yn le defnyddiol i weithio i'r rhai sy'n gwerthfawrogi cydbwysedd rhwng bywyd gwaith a bywyd personol mewn lleoliad cefnogol.

Mae'r ysgol chwilio am arweinydd brwdfrydig, gweledigaethol ac ymroddedig i ymuno â'n hysgol fel Pennaeth Saesneg, Ieithoedd Rhyngwladol a Llythrennedd erbyn Medi Iaf, 2026. Bydd y rôl allweddol hon yn cynnig cyfle cyffrous i arwain a datblygu maes dysgu a phrofiad ar draws yr ysgol.

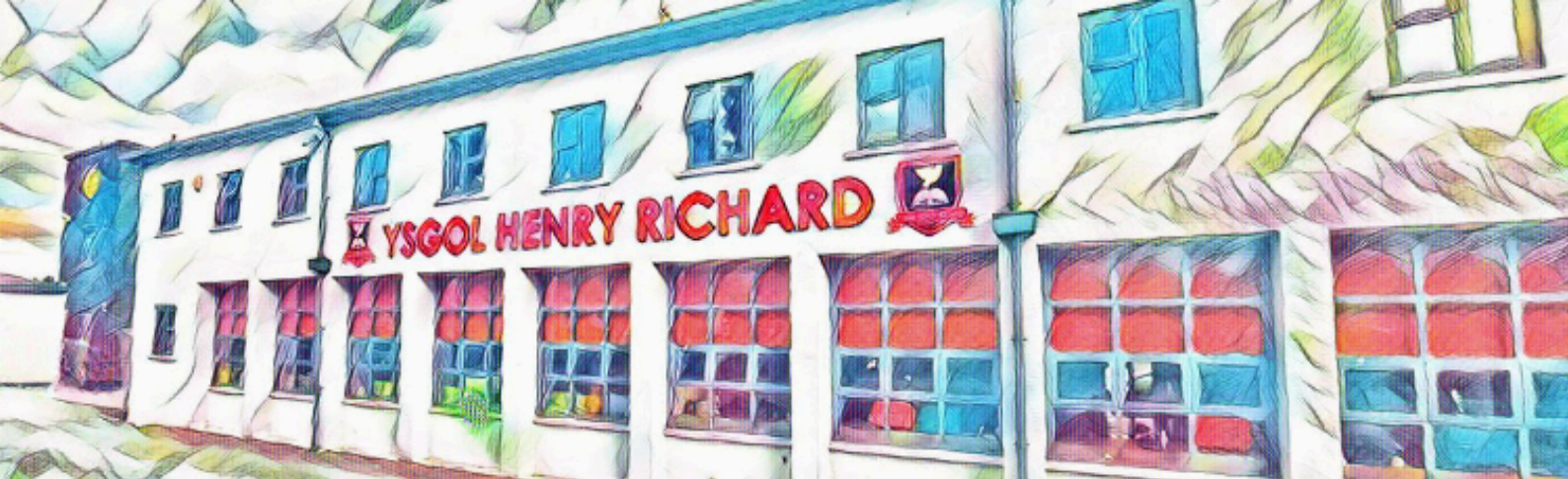
Bydd deiliad y swydd yn gyfrifol am arwain, datblygu a sicrhau darpariaeth o ansawdd uchel i ddisgyblion 7–16 oed ym maes Saesneg, ieithoedd rhyngwladol a llythrennedd. Bydd disgwyl i'r ymgeisydd llwyddiannus gyfrannu'n strategol at wella safonau, hyrwyddo cariad at ieithoedd, a sicrhau profiadau dysgu ysbrydoledig a chynhwysol i bob dysgwr. Bydd disgwyl i'r ymgeisydd llwyddiannus addysgu Saesneg hyd at lefel TGAU. Gellir ystyried ceisiadau i gyflawni'r rôl hon ar sail ran-amser, ar yr amod nad yw'r cytundeb yn llai na 0.8.

Mwy o wybodaeth?

Am fwy o wybodaeth, mae croeso i chi gysylltu â Phennaeth Ysgol Henry Richard, Mr Dorian Pugh, ar pughd22@henryrichard.ceredigion.sch.uk neu ar 01974298231.

Datganiad Diogelu

Rydym wedi ymrwymo i ddiogelu ac amddiffyn plant ac oedolion sydd mewn perygl Fel rhan o'r ymrwymiad hwn, mae rhai rolau o fewn ein sefydliad yn gofyn am wiriad y Gwasanaeth Datgelu a Gwahardd (DBS) i asesu addasrwydd ymgeiswyr. Bydd y rôl hon yn gofyn am wiriad DBS Uwch. Sylwch na fydd presenoldeb euogfarnau blaenorol o reidrwydd yn anghymhwysu ymgeisydd rhag ystyriaeth ar gyfer y swydd hon. Rydym yn asesu pob ymgeisydd fesul achos, ac yn ystyried natur a pherthnasedd unrhyw euogfarnau mewn perthynas â chyfrifoldebau'r rôl. Ein nod yw creu amgylchedd gwaith cynhwysol a chefnogol lle caiff pob unigolyn ei drin yn deg a chyda pharch. Os oes gennych unrhyw bryderon neu gwestiynau am y broses hon, mae croeso i chi gysylltu â ni am eglurhad. Mae eich preifatrwydd a'ch urddas yn hollbwysig i ni drwy gydol y broses recriwtio.



Head of English, International Languages and Literacy

Advertisement

Thank you for your interest in the Head of English, International Languages and Literacy post. This is an exciting opportunity for us to recruit an ambitious teacher and leader to join our school.

We welcome applications from inspiring and enthusiastic practitioners who want to be part of our school's ongoing journey. Ysgol Henry Richard is an all-age school serving a vibrant rural community in central Wales. Based on a strong tradition of care, high standards and strong relationships.

Our school is a welcoming and inclusive place to work, characterised by a strong sense of community, collaboration and local pride. We are committed to providing meaningful learning experiences and broad opportunities for our pupils, fostering ambition, confidence and respect for themselves and others.

The school is located in the historic town of Tregaron, in the heart of Ceredigion, offering a unique environment of beautiful countryside but also reasonable accessibility to nearby towns such as Aberystwyth and Lampeter. This makes the school an ideal place to work for those who value a balance between work life and personal life in a supportive setting.

The school is looking for an enthusiastic, visionary and dedicated leader to join our school as Head of English, International Languages and Literacy by September 1st, 2026. This key role will offer an exciting opportunity to lead and develop an area of learning and experience across the school.

The post holder will be responsible for leading, developing and ensuring high quality provision for pupils aged 7–16 in the field of English, international languages and literacy. The successful candidate will be expected to contribute strategically to improving standards, promoting a love of languages, and ensuring inspiring and inclusive learning experiences for all learners. The successful candidate will be expected to teach English up to GCSE level. Applications to undertake this role on a part-time basis will be considered, provided the contract is no less than 0.8.

More information?

For more information, please contact the Head of Henry Richard School, Mr Dorian Pugh, on pughd22@henryrichard.ceredigion.sch.uk or on 01974298231.

Safeguarding Statement

The school is committed to safeguarding and promoting the welfare of children and young people. Each member of staff and volunteer is expected to share this commitment, and the school will require an Enhanced check by the Disclosure and Barring Service (DBS), formerly CRB.

Safeguarding and Child Protection are key priorities for Ceredigion County Council Learning Service. We aim to support vulnerable children and young people to ensure they are as safe as they can possibly be. Our schools are committed to ensuring the safety and protection of all children and will take action to safeguard their well-being, and acknowledge that children have a right to protection. This is supported in the general ethos of all schools.

Swydd Disgrifiad

Teitl y swydd:	Pennaeth Saesneg, Ieithoedd Rhyngwladol a Literacy
Cyflog	Prif raddfa cyflog + CAD1a
Rheolwr Llinell:	Pennaeth
Math o gytundeb:	Llawn Amser
Hyd y cytundeb:	Parhaol

Swydd Disgrifiad

Prif Gyfrifoldebau

Arweinyddiaeth a Rheolaeth

- Arwain gweledigaeth glir ac ysbrydoledig ar gyfer Saesneg, Ieithoedd Rhyngwladol a Literacy
- Datblygu a gweithredu cynlluniau gwella strategol yn unol â blaenoriaethau'r ysgol
- Sicrhau safonau uchel o addysgu, dysgu ac asesu ar draws y maes
- Rheoli adnoddau, cyllid a staff yn effeithiol

Addysgu a Dysgu

- Addysgu Saesneg hyd at lefel TGAU
- Modelu addysgu rhagorol ac arferion asesu effeithiol
- Monitro perfformiad disgyblion a gweithredu strategaethau i godi safonau
- Sicrhau darpariaeth gynhwysol sy'n diwallu anghenion pob dysgwr

Literacy ar Draws y Cwricwlwm

- Arwain ar ddatblygu Literacy ar draws pob maes dysgu
- Cefnogi staff i ymgorffori sgiliau darllen, ysgrifennu a chyfathrebu yn effeithiol
- Dadansoddi data ac asesu cynnydd disgyblion mewn Literacy

Fel Pennaeth Cyfadran, bydd disgwyl i'r deiliad swydd:

- Arwain a meithrin diwylliant o welliant parhaus drwy coaching ac arweiniad proffesiynol effeithiol
- Cefnogi staff drwy arsylwadau adeiladol, mentora a thrafodaethau datblygiadol
- Galluogi staff i adlewyrchu ar eu harfer a datblygu eu sgiliau arwain
- Creu tim cydweithredol, lle mae rhannu arfer da yn greiddiol i lwyddiant y cyfadran
- Hybu lles staff a datblygu perthnasoedd gwaith cadarnhaol

Safonau Proffesiynol Arweinyddiaeth Cymru

Disgwylir i'r Pennaeth Saesneg, Ieithoedd Rhyngwladol a Llythrennedd weithredu yn unol â Safonau Proffesiynol Arweinyddiaeth Cymru, gan gynnwys:

- Arwain Dysgu ac Addysgu: Sicrhau safonau uchel a datblygiad parhaus mewn addysgu
- Datblygu a Gweithio gydag Eraill: Meithrin cydweithio effeithiol a datblygu gallu staff
- Arwain Gwelliant: Defnyddio hunanarfarnu a data i lywio gwelliant parhaus
- Rheoli'r Gyfadran: Sicrhau defnydd effeithiol o adnoddau ac amser
- Diogelu a Diwylliant: Hyrwyddo amgylchedd diogel, cynhwysol a chefnogol
- Arwain Gwerthoedd a Moeseg: Modelu uniondeb, parch a phroffesiynoldeb

Job Description

Job title:	Head of English, International Languages and Literacy
Salary	Main pay scale + TLR1a
Line Manager:	Headteacher
Type of agreement:	Full Time
Length of contract:	Permanent

Job Description

Main Responsibilities

Leadership and Management

- Leading a clear and inspiring vision for English, International Languages and Literacy
- Develop and implement strategic improvement plans in accordance with the school's priorities
- Ensuring high standards of teaching, learning and assessment across the field
- Effective management of resources, finances and staff

Teaching and Learning

- Teaching English up to GCSE level
- Model excellent teaching and effective assessment practices
- Monitor pupils' performance and implement strategies to raise standards
- Ensure inclusive provision that meets the needs of all learners

Literacy Across the Curriculum

- Lead on the development of Literacy across all learning areas
- Support staff to incorporate reading, writing and communication skills effectively
- Analyze data and assess pupils' progress in Literacy

As Head of Faculty, the post holder will be expected to:

- Lead and foster a culture of continuous improvement through coaching and effective professional guidance
- Support staff through constructive observations, mentoring and developmental discussions
- Enable staff to reflect on their practice and develop their leadership skills
- Create a collaborative team, where sharing good practice is at the core of the faculty's success
- Promote staff wellbeing and develop positive working relationships

Welsh Leadership Professional Standards

The Head of English, International Languages and Literacy is expected to act in accordance with the Welsh Leadership Professional Standards, including:

- **Leading Learning and Teaching:** Ensuring high standards and continuous development in teaching
- **Developing and Working with Others:** Fostering effective collaboration and developing staff capacity
- **Leading Improvement:** Using self-evaluation and data to drive continuous improvement
- **Managing the faculty:** Ensuring effective use of resources and time
- **Safeguarding and Culture:** Promoting a safe, inclusive and supportive environment
- **Leading Values and Ethics:** Modeling integrity, respect and professionalism

Manyleb Person

Sgiliau a chymwysterau

- Statws Athro Cymwysedig
- Cymhwyster / Gradd berthnasol
- Yn meddu ar fedrau Cymhwysedd Digidol cryf iawn

Rhinweddau personol

- Gweledigaethol ac Ysbrydoledig: Meddu ar weledigaeth glir ar gyfer datblygu Saesneg, ieithoedd a Literacy, a'r gallu i gyfathrebu'r weledigaeth honno mewn modd sy'n ysbrydoli staff a disgyblion.
- Ymrwymedig i Ragoriaeth: Disgwyl safonau uchel iawn o hunain ac eraill, gyda ffocws parhaol ar welliant a chyflawni'r canlyniadau gorau i bob dysgwr.
- Cyfathrebwr Cryf: Gallu cyfathrebu'n effeithiol â ystod eang o randdeiliaid, gan gynnwys staff, disgyblion, rhieni a llywodraethwyr, gan feithrin perthnasau cadarnhaol a phroffesiynol.
- Cydweithredol a Chefnogol: Parodrwydd i rannu arferion da, gwrando ar eraill a gweithio fel rhan o dîm, tra hefyd yn arwain yn hyderus pan fo angen.
- Mentor a Hyfforddwr Naturiol: Meddu ar empathi a dealltwriaeth o anghenion datblygiadol staff, gyda'r gallu i gynorthwyo eraill drwy coaching, adborth adeiladol a chefnogaeth barhaus.
- Hyblyg ac Arloesol: Ymateb yn gadarnhaol i newid ac yn barod i arbrofi gyda dulliau newydd o addysgu a dysgu i wella profiadau disgyblion.
- Meddwl Myfyriol: Gallu asesu ei arfer ei hun yn onest, derbyn adborth, a dangos ymrwymiad i ddatblygiad proffesiynol parhaus.
- Arweinydd Gwydn: Gallu delio â heriau mewn modd cadarnhaol, gan ddangos gwydnwch, dyfalbarhad a'r gallu i gadw ffocws o dan bwysau.
- Ymrwymedig i Les: Gwerthfawrogi pwysigrwydd llesiant staff a disgyblion, a chyfrannu at greu amgylchedd gwaith cadarnhaol, diogel a chefnogol.
- Sensitif i'r Gymuned: Dealltwriaeth o gyd-destun gwledig a chymunedol yr ysgol, gyda pharch tuag at ei diwylliant, ei hiaith a'i gwerthoedd.

Gofynion Hanfodol

- Statws Athro Cymwysedig (QTS)
- Profiad o addysgu Saesneg hyd at lefel TGAU
- Profiad o arwain neu gydlynu maes/adran
- Dealltwriaeth gadarn o'r Cwricwlwm i Gymru
- Sgiliau arweinyddiaeth, trefnu a chyfathrebu rhagorol

Person Specification

Skills and qualifications

- Qualified Teacher Status
- Relevant Qualification / Degree
- Has very strong Digital Competence skills

Personal qualities

- **Visionary and Inspirational:** Have a clear vision for developing English, languages and Literacy, and the ability to communicate that vision in a way that inspires staff and pupils.
- **Committed to Excellence:** Expecting very high standards from themselves and others, with a permanent focus on improvement and achieving the best results for all learners.
- **Strong Communicator:** Able to communicate effectively with a wide range of stakeholders, including staff, pupils, parents and governors, fostering positive and professional relationships.
- **Collaborative and Supportive:** Willingness to share good practice, listen to others and work as part of a team, while also leading confidently when needed.
- **Natural Mentor and Trainer:** Have empathy and understanding of the developmental needs of staff, with the ability to assist others through coaching, constructive feedback and ongoing support.
- **Flexible and Innovative:** Responds positively to change and is ready to experiment with new methods of teaching and learning to improve pupils' experiences.
- **Reflective Thinking:** Being able to honestly assess one's own practice, accept feedback, and demonstrate a commitment to ongoing professional development.
- **Resilient Leader:** Able to deal with challenges in a positive manner, showing resilience, perseverance and the ability to stay focused under pressure.
- **Committed to Wellbeing:** Appreciate the importance of the well-being of staff and pupils, and contribute to creating a positive, safe and supportive working environment.
- **Sensitive to the Community:** An understanding of the school's rural and community context, with respect for its culture, language and values.

Essential Requirements

Qualified Teacher Status (QTS)

- Experience of teaching English up to GCSE level
- Experience of leading or coordinating an area/department
- A solid understanding of the Curriculum for Wales
- Excellent leadership, organizational and communication skills