

# Rutlish School



## English Teacher (Maternity Cover) Job Information Pack

*Deadline: 10.00am Wednesday, 24<sup>th</sup> September 2025*



# RUTLISH SCHOOL

Watery Lane, Merton, London SW20 9AD  
Telephone: 020 8542 1212  
Headteacher: Ms Laura Howarth

## English Teacher

**Salary:** Inner London Pay Spine  
**Proposed Start Date:** January 2026  
**Contract:** Full-time / Maternity Cover

Rutlish School has an exciting opportunity in its' English Department for an enthusiastic, experienced teacher, or ECT, who has a genuine passion for the subject and enjoys working as part of a highly effective team. This post provides an opportunity to work in an outstanding school where staff make a REAL difference to the lives of young people.

What we can offer?

Experience of working in an "outstanding" oversubscribed school: In September 2024, Ofsted rated Rutlish as "Outstanding" in all five areas of judgement.

The School is set in a conservation area close to Wimbledon town centre, with excellent transport links; London Underground, British Rail, bus routes and the tram are all close by. There is also ample on-site free parking for staff coming by car. Other benefits of working for Merton include; membership of the Local Government Pension Scheme, access to the Employee Assistance Programme for you and your family, discounted membership to Merton leisure centres, employee discounts on a range of leisure activities, from days out to magazine subscriptions, as well as hair and beauty treatments, courses at Merton Adult Education, entertainment events and discounts at local restaurants. You could also benefit from Merton's cycle-to-work schemes and have free membership to the Old Rutlishians Association who have events such as live acoustic nights and comedy nights. The benefit of regular professional development.

If you have a commitment to achieving high standards and would like to join our dynamic team, then we look forward to receiving your application. A Job Information Pack and application form can be found on the school website [www.rutlish.merton.sch.uk](http://www.rutlish.merton.sch.uk)

Completed application forms should be sent to [jobs@rutlish.merton.sch.uk](mailto:jobs@rutlish.merton.sch.uk) by **10.00am on Wednesday, 24<sup>th</sup> September 2025**

**No Agencies or CVs please as these will not be considered for shortlisting**

*We are committed to safeguarding and promoting the welfare of children, therefore all applicants are required to undertake an Enhanced Disclosure & Barring Service check.  
We fully support the London Borough of Merton's Equal Opportunities Policy.*

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# English at Rutlish School

English is absolutely central to the learning of students' at Rutlish.

- We aim for our students to develop an enthusiasm for the subject that would help them enjoy the creative experiences in Language and Literature. We help our students develop their confidence in order to become articulate, cultured and perceptive individuals in society.
- We aim for our students to achieve academically to the best of their ability in English, and equip them with a range of skills to allow them to effectively articulate their ideas in different forms. We support them to become analytical and critical thinkers, confident readers, who are able to understand, evaluate and create different forms of texts.
- We ensure that every student is able to access and make the most of our rich, broad and balanced curriculum as we stretch, challenge and support them to succeed regardless of their needs, ability, background and protected characteristics.
- We teach and model high moral standards, equality, inclusivity, social and self-awareness and acceptance of social diversity. We help students to be open minded, balanced and reflective members of our society.

## STAFF & FACILITIES

English and Media are taught in the Innes building in a suite of adjacent rooms. Media, ICT Suites, and a variety of other resources are readily available for use in all lessons. All members of the department are English specialists (with specialist Media Teachers within the department) and teach across the age and ability ranges. There is a strong team ethos and we enjoy our work.

## KS3

Students are allocated to sets after the first term in Year 7 and from then on are taught in sets in all year groups. All Key Stage 3 students receive seven hours of English a fortnight. We focus on ways to improve literacy and reading skills at Key Stage 3 and on how to more fully engage boys across the school in their learning processes. We see the national emphasis on literacy and reading as an opportunity for some interesting initiatives within English and across the curriculum. The English department at Rutlish School encourages independent reading through lessons in class and in the Library once a fortnight in KS3. Our English curriculum is rich, diverse and equips students not only with necessary academic skills to succeed in their next steps in education, but also enhances their personal development, cultural capital and facilitates a wider view of the world.

*Skills and knowledge relating to Media Studies are also embedded within the KS3 English curriculum.*

## KS4

**English:** Key Stage 4 students study GCSE English Language and GCSE English Literature and the Department currently enters students for examinations set by AQA. All Key Stage 4 students receive 7 hours of English a fortnight. 2023 GCSE results English grade 4+ 90%, grade 5+ 78% and grade 7+ 31%, which contributes to the overall success of the students at Rutlish.

**Media:** There are two courses in Media that run within the department; GCSE Media Studies and BTEC Creative Digital Media. Both courses are delivered at KS4 only and students receive 5 hours of teaching per fortnight.

The GCSE course is the AQA specification which addresses different forms of Media and considers their impact on society as a whole. It is a course that looks at contemporary examples of media, including advertising, television, newspaper, gaming, music production and film.

BTEC Media is a level 2 Tech Award in Creative Digital Media following the Edexcel specification (new for 2022). In this course, students will be exposed to different forms of media and must show how these can be used in the business world to effectively communicate with an audience. It is a course that looks at contemporary examples of media, including advertising, television, gaming, print media and film in the context of the workplace, with a digital, online focus.

Both courses require at least a basic understanding of key media concepts and Adobe editing software (training will be provided if necessary).

#### **KS5:**

We offer English Literature and a variety of Media related courses in RR6, such as Media Studies, Film Studies and Photography. We teach our students in the Sixth Form in partnership with Ricards Lodge. Both Heads of Departments work closely with each other to ensure success of our students. RR6 (boys) is ranked among the top 20% of the non-selective state funded boys' schools in England.

#### **EXPECTATIONS**

The English and Media department is committed to raising achievement and believes it has a firm base from which to achieve this. We believe in the importance of academic, as well as character development of our students to ensure success in their next steps and enable them to confidently navigate the wider world.

# Rutlish School

## Job Description



**Post:** English Teacher  
**Responsible to:** Head of Department  
**Responsible for:** Academic standards in classes taught

The key tasks of all teachers is to deliver high quality teaching and learning in the classroom, ensuring good quality planning, marking and record keeping. All teachers are tutors.

The successful candidate will be expected to:

- To teach English across the age and ability range, carrying out the professional duties of a school teacher in accordance with the current provisions of the Conditions of Employment of School Teachers
- To effectively plan and deliver lessons in accordance with the Department's Scheme of Work and National Curriculum requirements
- To regularly assess and record students' performance, reporting to the Head of Department and to parents as required, and advising on examination entries as appropriate
- To contribute to departmental and whole school development, participating in departmental and staff meetings as appropriate, creating schemes of work and resources, etc.
- To undertake a share in the corporate responsibility for the wellbeing and student behaviour management
- To undertake whole school duties on a rota basis, such as break-time supervision as directed
- To participate in the performance management system
- To implement school policies and safeguarding
- To be prepared to undertake continuing professional development
- To undertake duties as a tutor, including keeping an accurate attendance register, ensuring proper records are kept and attending to the welfare and guidance needs of the tutor group
- To meet with parents on a regular basis in order to discuss the progress of students taught and the progress of students in the tutor group
- To show a personal commitment to safeguarding and promoting the welfare of children and young people
- To undertake any reasonable duties directed by your line manager

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## Person Specification



**Post:** English Teacher  
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### Experience:

- Qualified Teacher Status (QTS) with a valid 11-18 teaching qualification
- Well qualified English specialist
- Excellent teaching skills
- Experience of using ICT in English
- Proven skills in effective classroom management

### Specific Skills:

- Up-to-date knowledge of current educational developments in English
- Enthusiasm for English
- Ability to raise standards
- Good relationships with students and staff
- Ability to communicate effectively orally and in writing
- A clear grasp of Assessment, Recording and Reporting (including target setting)
- Ability to create schemes of work and cohesive sequence of lessons
- Ability to plan and deliver creative and engaging lessons
- Ability to teach Media Studies is desirable

### Personal Qualities:

- Desire to learn
- Highly motivated
- Adaptable
- Excellent organisational and inter-personal skills
- Ability to work successfully within a team
- High expectations of self and others
- Commitment to enrichment and enhancement activities