



St Edward's

CHELTHENHAM



TEACHER OF ENGLISH
Candidate Pack

Message from the Headteacher

I am delighted that you are considering a role here at St Edward's. I hope that you find the information in this pack both helpful and inspiring, and we would be very pleased to receive your application.

St Edward's sits within a peaceful 20-acre green campus, yet is only a short stroll from the heart of Cheltenham. It is a truly enviable setting in which to live and work. Cheltenham offers all the vibrancy of a Regency town: excellent restaurants, independent shops, lively cafés and a calendar of cultural festivals, while the rolling landscapes of the Cotswolds are just minutes away. It is a place where you can enjoy both the energy of a thriving town and the calm of the countryside whenever you choose. Having moved to Cheltenham with my own family, I can say with confidence that this is a community in which people settle quickly and feel genuinely welcomed.

Large enough to provide a vibrant range of opportunities, yet small enough to nurture every individual, St Edward's truly is a gem of a school. Proud of our heritage and tradition, and ambitious in our vision, we are a thriving co-educational, non-selective community in which every student is known, valued and supported. We firmly believe that all children are capable of extraordinary things, and our dedicated staff work hard to create a warm, encouraging environment where gifts and talents can be explored, discovered and refined. At the same time, the structure and high expectations within our classrooms ensure that students regularly exceed their potential—our academic results consistently show pupils surpassing their baseline grades.

Our community is at the heart of everything we do. Renowned for its warmth and family feel, St Edward's has a huge heart and a strong sense of shared purpose. We are by no means a "hot house": our children excel because they are happy, confident and comfortable being themselves. They thrive on the wealth of opportunities available to them—drama, music, sport, CCF, extensive co-curricular clubs, local and international trips, adventures and real-life experiences that enrich their learning and deepen their character.

As a member of staff, you will quickly experience the warmth and collegiality that define St Edward's. Although we are a busy and ambitious school, we operate as a close-knit community that invests in its people. You can expect support from the outset, a welcoming Common Room, excellent facilities, and a genuine commitment to your professional growth.

Thank you once again for your interest in joining us. We look forward to the possibility of welcoming you into our community.



Anna Sandford-Squires



The Opportunity

We are seeking an enthusiastic and inspiring Teacher of English to join our friendly and supportive English Department. This is an exciting opportunity for a talented practitioner who enjoys fostering a love of literature and language, and who can engage and challenge pupils across the senior school.

The successful candidate will be able to teach English across Key Stage 3, GCSE and A Level, delivering engaging lessons that develop analytical, creative and critical thinking skills. For the right candidate, there is the possibility of taking on the role of Second in Department, supporting leadership and development within the English team. Whether you are an experienced teacher or an early career professional, this role offers the chance to make a significant impact in a school that values both academic excellence and individual growth.

Hours, Salary & Benefits

This is a full time, permanent position, starting in September 2026 or January 2027

The salary for this post will reflect the qualifications and experience of the candidate.

You will benefit from:

- Small class sizes
- Entry into the Smart pension scheme
- Life Assurance (3 X annual salary)
- Complimentary lunch during term time
- School fee remission in any Alpha school
- Staff Wellbeing programme

If you need any adjustment for the application or interview process please contact:

HR@stedwards.co.uk

Applying for the Role

Applicants should complete the school's application form.

The application form may be accompanied by a covering letter of no more than one page.

The closing date for applications is 12pm on Friday 10 July 2026.

Applications will be reviewed as they are received, and we will organise interviews as we receive applications. Prompt application is encouraged.

St Edward's is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers, reference and medical checks and the Disclosure and Barring Service.

We are an equal opportunities employer and welcome applications from all backgrounds. Appointments will be made solely on merit and will be made without regard to age, disability, gender, nationality, race, colour, ethnicity, or religion.



Job Specification

Purpose of the Role

To deliver high-quality teaching and learning in English across the senior school, inspiring pupils to develop strong literacy, analytical and creative skills, while contributing positively to the life of the English Department and the wider school. For the right candidate, there is the potential to take on additional leadership responsibilities as Second in Department.

Key Responsibilities

- Plan and deliver engaging and effective lessons across Key Stage 3, GCSE and A Level.
- Assess, record and report on pupils' progress in line with school and examination board requirements.
- Prepare pupils effectively for public examinations and coursework units.
- Differentiate teaching to meet the needs of pupils with a range of abilities and learning styles.
- Contribute to the development and review of schemes of work and departmental resources.
- Maintain high standards of classroom management and pupil behaviour, in line with school policies.
- Support pupils' academic progress and wellbeing through pastoral awareness.
- Attend relevant departmental meetings, parents' evenings and school events.
- Engage in continuing professional development to maintain up-to-date subject knowledge and teaching practice.
- Uphold and actively promote the school's ethos, values and safeguarding responsibilities.
- For the Second in Department role, assist the Head of English in the leadership, mentoring and development of the department, including contributing to curriculum planning, staff support and departmental initiatives.

Safeguarding

- Have a clear understanding of safeguarding and child protection responsibilities.
- Follow all school safeguarding policies and procedures and promote the welfare of children and young people.



Person Specification

Qualifications

Essential:

A good honours degree in English or a closely related subject.
Qualified Teacher Status (QTS) or equivalent recognised teaching qualification.

Desirable:

Evidence of recent subject-specific professional development.
Leadership or management experience (for Second in Department potential).

Experience

Essential:

Experience of teaching English across Key Stage 3, GCSE and A Level.
Experience of assessing pupil work and preparing pupils for examinations.

Desirable:

Experience of teaching in an independent or selective school environment.
Experience of contributing to curriculum development, departmental initiatives or enrichment activities.

Knowledge and Skills

Essential:

Strong subject knowledge across literature, language and critical analysis.
Ability to plan and deliver engaging lessons that promote progress and enthusiasm.
Excellent communication skills, both written and verbal.
Strong organisational and time-management skills.
Confident use of ICT and digital tools to support teaching and learning.

Desirable:

An interest in developing enrichment opportunities such as debating, literary clubs, theatre trips or writing competitions.
Leadership and mentoring skills suitable for the Second in Department role.

Personal Attributes

Essential:

Enthusiasm for English and for inspiring young people.
A positive, flexible and collaborative approach to work.
High professional standards and a strong sense of integrity.
Commitment to equality, diversity and inclusion.

Desirable:

Willingness to contribute to the wider life of the school.



About St Edward's, Cheltenham

St Edward's School is an exceptional independent day school for children aged 11 to 18 years old in Cheltenham.

With an individualised approach to learning, strong academic results, outstanding facilities, and a wide and varied extra-curricular programme, our school delivers a perfectly balanced education, tailored to every child.

Excellent teaching and pastoral care in our nurturing environment allows our pupils to flourish.

Our small class sizes mean that our teachers really know pupils as individuals and can provide tailored support to maximise achievement.

Our school motto means to strive for the best and that is exactly what we want for all our students. Quantum Potes Aude.

St Edward's provides a nurturing and intellectually-stimulating environment where children are supported to grow in confidence, character, and ambition. Rooted in Christian values and close partnerships with families, we offer a personalised education, creating space for every learner to flourish. Through compassion, integrity, and a commitment to excellence, we help young people become the best version of themselves — prepared for a successful and meaningful future.

For more information, please visit www.stedwards.co.uk

