



CHESHIRE WEST AND CHESTER COUNCIL

Ancora House School

JOB DESCRIPTION

Job Title: Teacher of English KS3 – KS4

Location: Ancora House School, Community Site, Frodsham

Grade: MPR/UPR plus SEN point

Responsible to: Head /Deputy Head Teacher

Date: Required for 20th April 2026 or as soon thereafter

Job Purpose: To implement and deliver an appropriately broad, balanced, relevant curriculum tailored to the individual student needs across KS3 and KS4 in close collaboration with the team.

Main Duties and Responsibilities

- To plan and deliver an appropriate curriculum based on individual needs in line with the requirements of the Teacher Standards.
 - Be responsible for developing personalised schemes of work for pupils across the Key Stages according to the level of need.
 - Prepare candidates for any recognised qualifications.
 - Make an active contribution to Development Plans.
- Identify appropriate teaching resources within an allocated budget
- To work with pupils individually and in small groups as directed by the Deputy head teacher.
- To liaise with a range of agencies including Health Services, Education Psychology Service, and Children's Social Care, and home schools in order to meet the needs of pupils.
- To be responsible for safeguarding the health and safety of the young people on the school premises and when they are engaged in school activities offsite.
- To contribute to the development of positive relationships with families/carers.
- To assess, record and report on the progress, development and attainment of individual pupils and to keep such records as are required.
- To provide, or contribute to, oral and written reports and assessments relating to individual students and groups of students.



- To participate in multi- disciplinary meetings including at the discretion of the head teacher.
- To participate in training and development opportunities.
- To be aware of and follow out relevant national legislation and Cheshire West and Chester Council policies.
- To work with due regard to the health and safety of themselves and others at all times.
- To deliver other curriculum as necessary for the effective running of the service.

Other Specific Responsibilities

- Liaise with schools and colleges in relation to specific pupils.
- To be aware of and up to date with all current specifications, examination requirements for this subject area.
- Self-review, Appraisal and a commitment to continuous professional development.
- To play a full part in the life of the school community, to support its distinctive aims and ethos and to encourage staff and students to follow this example.
- To actively promote the school's policies
- To hold positive values and attitudes and adopt high standards of behaviour in the discharge of duties
- To comply with the school's Health and Safety Policy and undertake risk assessments as appropriate.
- To cooperate in applying the school's systems for classroom management.
- To undertake any other duty as specified by STPCD not mentioned above.

Cover/Teaching Duties

Due to the small size of the teaching team you may be required to teach /support lessons from other curriculum areas and across sites.

NOTE

Notwithstanding the detail of this job description the job holder will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description and in any location within Cheshire West and



Chester Council geographical area. It is a requirement of this job to have an enhanced DBS check