



The New Beacon

EX FUMO DARE LUCEM



HEAD OF ENGLISH
April 2027

CANDIDATE INFORMATION

ABOUT US

The New Beacon is a leading day and boarding prep school for boys aged 2-13, with a co-educational nursery, renowned for its commitment to excellence in education, sport and the arts.

We pride ourselves on providing an engaging, inspiring, and nurturing environment for our pupils, staff, and visitors. Set in 22 acres of woodland, the School benefits from excellent facilities including, a swimming pool, sports centre, forest school, floodlit astroturf pitch, music school and theatre. Weekly boarding is available for all pupils from Year 5 – Year 8, complimenting the extended day provision and encouraging boys to develop their independence as they progress through School.

In August 2021, The New Beacon merged with Tonbridge School, marking an exciting new chapter in the School's history and providing opportunities for collaboration and innovation across both institutions.

Having celebrated 125 years of all-boys prep school education in 2025, the School is excited to continue building on its outstanding reputation, mindful of its history and traditions, and ready for innovation.



OVERVIEW

The School is seeking an engaging and highly skilled Head of English to lead and develop an ambitious, inspiring, and academically rigorous English Department.

The successful candidate will be a passionate educator, able to inspire pupils and staff and committed to high academic standards, including preparation for Common Entrance, Scholarship and Senior School entrance exams. They will ensure that The New Beacon offers an outstanding provision in English from Early Years Foundation Stage (EYFS) to Key Stage 3, promoting excellence in reading, writing, speaking and listening across the School.

The Head of English will lead, manage and inspire the English Department to cultivate a lifelong love of literature, writing, communication and critical thinking amongst our pupils. They will work collaboratively with colleagues across the School to promote high standards of literacy in all subject areas.

From the earliest stages, boys are encouraged to explore their unique potential for precise, articulate, and creative self-expression. Through engaging with classic texts such as Beowulf and Shakespeare alongside modern literature, boys discover the transformative power of reading and storytelling. These interactions inspire both creative and analytical thinking, laying the foundation for confident communication and a deep appreciation of the written and spoken word.

Beyond the classroom, boys are provided with rich opportunities to enhance their literary and communication skills. From school-wide poetry recitations and debates on topical issues to interactive Shakespeare workshops and published creative writing, the experiences offered spark a collective enthusiasm for language. Activities such as shared reading days, drama performances, and independent research projects further develop confidence and critical thinking, equipping boys with essential life skills that will benefit them in all areas of their education and beyond.

THE ROLE

Role	Head of English
Line of Report	Deputy Head Academic
Summary	The Head of English will lead and develop an ambitious, inspiring, and academically rigorous English Department. The successful candidate will bring strategic leadership, excellent subject knowledge, and a passion for promoting English from EYFS to Key Stage 3/Scholarship level.

DUTIES AND RESPONSIBILITIES

Leadership

- Lead, inspire and manage the English department, ensuring the highest standards of teaching and learning and modelling best practice.
- Provide strategic leadership for the development and delivery of an outstanding English curriculum.
- Lead, manage and develop members of the English department through coaching, performance management, departmental meetings and the promotion of a collaborative culture focused on pupil success.
- Develop and maintain strategic partnerships with Heads of Department at senior schools to which pupils progress, ensuring the English curriculum is aligned with future academic requirements and best prepares pupils for successful transition.
- Oversee departmental timetabling, schemes of work and departmental resources.
- Develop and embed a culture of academic ambition and intellectual curiosity.
- Drive continuous improvement in teaching, learning and pupil outcomes across English, using evidence-informed practice and data analysis to evaluate impact.
- Contribute to the wider academic leadership of the School as a Head of Department.
- Promote excellence in reading, writing, speaking and listening across the School.
- Lead the development of a vibrant reading culture across the School.
- Develop productive relationships with parents to support pupils' progress and engagement with English.

Teaching and Learning

- Deliver high-quality lessons across the year groups, up to and including Year 8 scholarship preparation, which inspire a love of literature, language and communication, demonstrate high standards of pedagogy and engagement with pupils and foster deep understanding.
 - Adapt teaching effectively to support pupils of varying abilities and needs.
 - Develop productive relationships with parents to support pupils' progress and engagement with English.
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Curriculum Design and Development

- Design, oversee and regularly review a broad, ambitious and coherent English curriculum from EYFS through to Scholarship, ensuring clear progression in knowledge, skills and understanding.
- Be accountable for high levels of pupil progress and attainment in English across all year groups, implementing targeted strategies to support pupils and stretch the most able.
- Ensure alignment with current educational standards and senior school requirements.
- Keep abreast of developments in best practice in English teaching, integrating innovative approaches and resources into the curriculum where appropriate.
- Champion an inclusive English curriculum that reflects diverse voices, perspectives and experiences.

Assessment and Monitoring

- Oversee the assessment of pupil progress, ensuring regular and effective formative and summative assessments.
- Monitor and track pupil progress to ensure consistently high standards, using data to assess pupil performance and inform planning and implementing interventions where necessary to support progress.
- Contribute to reports and presentations on English performance and departmental developments for Senior Leadership, Governors and parents as required.

Professional Development

- Engage in ongoing professional development through relevant training, conferences and professional networks.
- Lead training/INSET sessions to strengthen English teaching across the School.
- Lead or participate in School-wide initiatives related to teaching and learning.

Co-Curricular Enrichment

- Lead and promote a rich programme of English enrichment activities, including clubs, theatre visits, author events, competitions, reading initiatives and other opportunities that foster a love of literature, language and creative expression.
- Contribute to whole School initiatives, pastoral responsibilities, and extra-curricular programmes.

Form Tutor

- Provide pastoral care and support to pupils within their assigned form.
- Monitor pupil attendance, behaviour and academic progress.
- Be the point of contact for pupils, parents and other staff regarding pupil wellbeing.
- Work collaboratively with parents, colleagues and external agencies where appropriate to support pupil wellbeing and development.

General Requirements

- Promote and safeguard the welfare of pupils for whom you are responsible and with whom you come into contact.
 - Maintain high professional standards of attendance, punctuality, appearance and
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conduct.

- Maintain positive, courteous relations with pupils, parents and colleagues.
- Promote the good name and reputation of the School.
- Compliance with School policies and procedures.
- To undertake any other reasonable duties as required by your Line Manager.

PERSON SPECIFICATION

Essential Qualifications

- Qualified Teacher Status (QTS) or equivalent.
- A good honours degree or equivalent qualification in English or a closely related discipline.

Knowledge and Experience

- Significant experience teaching English up to GCSE (or equivalent) and beyond.
- Successful leadership experience within an English department, ideally as a Head of Department or Key Stage leader, with evidence of improving teaching, learning and pupil outcomes.
- Experience of Common Entrance and Scholarship at 13+.
- Experience contributing to enrichment events and leading trips.

Skills and Abilities

- Outstanding classroom practitioner with excellent subject knowledge.
- The ability to deliver dynamic and effective lessons to the full ability range of pupils at the School.
- Ability to inspire pupils of all abilities and foster a lifelong love of literature, writing and critical thinking amongst our pupils.
- Excellent communication and interpersonal skills, with the ability to build positive relationships with colleagues, pupils, and parents.
- Confident and effective use of educational technology and digital systems to enhance teaching, assessment, curriculum delivery and departmental administration.
- Proactive, with the ability to work on own initiative.
- Excellent attention to detail, administrative, organisation, time-management and prioritisation skills, showing adaptability, resilience, and flexibility.
- Commitment to collaborative working within a team setting.
- Effective problem-solving skills and the ability to work successfully to deadlines.

Personal Attributes

- A passionate advocate for English, committed to achieving the highest standards of academic excellence while supporting the holistic development of every pupil.
 - A commitment to fostering an inclusive learning environment where all children feel valued and supported.
 - A forward-thinking, resilient and positive, collaborative mindset
 - Creative, flexible, and adaptable to the evolving needs of the School.
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- Enthusiasm for the ethos of The New Beacon School.
- A high degree of professionalism and discretion.
- A positive, enthusiastic approach paired with a good sense of humour.

RENUMERATION AND BENEFITS

Competitive salary dependent on knowledge and experience.

Benefits package including:

- Pension scheme
- CPD opportunities
- Lunch provided free of cost during term time
- Staff car parking
- Use of swimming pool and fitness suite
- Cycle to Work scheme

SAFEGUARDING

The post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and always ensure compliance with the School's Safeguarding and Child Protection Policy Statement. If in the course of carrying out the duties of the post the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the School s/he must report any concerns to the School's Designated Safeguarding Lead or, if he/she is the School's DSL, to the Head and relevant agencies.

The New Beacon is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening and training appropriate to the post, including checks with past employers and an Enhanced DBS check.

EQUAL OPPORTUNITIES

The New Beacon is an equal opportunity employer and we welcome the unique contributions that everyone can bring to The New Beacon in terms of education, opinions, culture, ethnicity, race, sex, gender identity and expressions, nation of origin, age, languages spoken, colour, religion, disability, sexual orientation and beliefs.

HOW TO APPLY

Full details and our application form can be found on The New Beacon website at:

<https://www.newbeacon.org.uk/contact-the-school/school-vacancies/>

and on Tonbridge School's website at:

<https://www.tonbridge-school.co.uk/careers>

Applications forms should be accompanied by a short letter of application, a current curriculum vitae, and the names, addresses, and telephone numbers of three referees.

Closing Date: Wednesday 23 September 2026 at 10am

Apply via our online application form or, send your completed application form and accompanying documents to:

hrdept@tonbridge-school.org

01732 365555

Early applications are encouraged as we reserve the right to interview and appoint at any stage of the process.

newbeacon.org.uk

Find us

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Get in touch

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