



Red Balloon Learner Centre Reading

220-222 Kings Road, Reading RG1 4JJ

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www.redballoonlearner.org.uk

June 2022

Dear Applicant,

Re: English Teacher at Red Balloon–Reading, 220-222 Kings Road, Reading, RG1 4JJ

Thank you for expressing an interest in the role of English Teacher at Red Balloon-Reading.

Red Balloon Learner Centres seek to transform the lives of severely bullied and traumatised children. Please find below information about Red Balloon and a description of the role and responsibilities.

If you feel you possess the skills and passion to be the English Teacher at Red Balloon-Reading, please complete the online application form: <https://form.jotform.com/221572564727360>. Please note CVs will not be accepted.

We would like to advise you that it is policy for staff to use public transport, bicycles or to walk to work when this doesn't compromise the Equal Opportunities Employment Policy.

For further information about Red Balloon, please visit <http://www.redballoonlearner.org.uk>.

The closing date for applications is midday on Friday 8 July. Interviews will take place the week beginning 11 July. The successful applicant(s) will be notified as soon as possible thereafter and will start as soon as possible.

If you have any queries, please call 0118 958 3004 and ask to speak to Christina Pepper. We look forward to receiving your application.

Yours sincerely,

Christina Pepper
Head of Centre

About Red Balloon

Red Balloon Education Trust

Red Balloon Education Trust (RBET) provides a national structure for all the Centres. It has three main aims. These are:

1. to lobby Government, MPs and others at a national level regarding the fact that some severely bullied children are not receiving an appropriate education or support;
2. to raise the awareness of educational commissioners (local authorities, schools and academies) to the provision we offer;
3. to help establish and maintain Red Balloon philosophy and best practice across all Centres.

Red Balloon Learner Centres (Centres) provide a safe environment for severely bullied children and young people who find it impossible to attend mainstream school. Each Centre aims to raise the students' self-esteem, get them back on an education track and, when ready, support their return to mainstream education or entry to training or employment.

Each Centre is a charity in its own right and a company limited by guarantee. Governance of a Centre is the responsibility of the Board of Trustees and a Fundraising Committee. The Board usually meets every month and Headteachers are expected to provide a written or verbal report for the Trustees. RBET provides Education and Operational support together with strategic guidance.

Red Balloon Learner Centres are designed to support 15 – 24 children aged between 11 and 18 at any one time, with a very high staff: student ratio. Students follow an education programme tailored to their academic needs, and individual support to support their personal and social development. Much of the teaching is one-to-one or small group. All students and teachers take lunch together. Various small and whole group activities are designed to help the children grow in confidence and gain social skills.

The management and running of a Red Balloon Learner Centre is the responsibility of the Headteacher, supported by their senior management team. The staff group comprises an administrator, teachers, a housekeeper, counsellors / therapists, and student support assistants. There will also be volunteers.

Apart from the Centre in Reading, there are Centres in Cambridge, Norwich and NW London, as well as a virtual Red Balloon called Red Balloon of the Air.

Red Balloon – Reading was opened in November 2011 and moved to its current location (220-222 Kings Road, Reading, RG1 4JJ) in February 2012.

Red Balloon Reading – Job Description	
Job Title	English Teacher
Salary	£25K - £30K (full-time equivalent) Dependent on experience and qualifications.
Hours	Full-time (40hrs/week) Start 8:30am – finish 4:30pm. Staff may be expected to stay later in exceptional circumstances.
Responsible to	Head of Centre
Effective Date	September 2022
Job Purpose	You will be expected to participate fully in the community of Red Balloon in order to aid the recovery of all students. In particular the post will be responsible for planning and delivering the English curriculum. This will include supporting students' literacy as well as preparing students to receive qualifications in English (GCSE Language and Literature, Functional Skills, Entry Level, AQA Awards, etc).
Context	Red Balloon - Reading is a Learner Centre for the recovery of bullied children. We provide a safe environment for children who have experienced severe bullying, anxiety or other trauma. We aim to help rebuild their self esteem and to re-engage with learning.
Dimensions	Red Balloon – Reading offers places to a maximum of 24 students each. The teaching and support staff numbers up to 20 full and part-time staff.
Relationships	They will work closely with the Head of Centre and with all staff, students, parents / carers, trustees, volunteers and visitors to the Centre, and are a participating member of the community.
Other Job Information	Red Balloon and the Trustees will be accountable for all working arrangements and welfare provision.
<p>As English Teacher:</p> <ul style="list-style-type: none"> • Support students literacy as well as preparing students in receiving qualifications in English (GCSE Language and Literature, Functional Skills, Entry Level, AQA Awards, etc); • Deliver lessons face-to-face, on-line or hybrid (face-to-face and online at the same time) • Support the learning of English in a way which re-engages learners, taking into account their own interests; • To prepare creative writing and literacy-based lessons for student support assistants to deliver; • Design and implement an individualised learning programme for each student through negotiation; • Set up and maintain organised, coherent academic plans; • Set up and maintain records of achievement for each student; • Recognise and respond to the need to provide evidence of students' progress; • Liaise with other staff members to plan and organise teaching and well being activities; • To work with the Exams Officer to ensure students are registered for the appropriate qualifications; • To work with SENCO to ensure lessons are appropriate for the ability of each student; • To act as a 'listener' and mentor where appropriate; • To consult with the Head of Centre or other named person regularly, discussing any safeguarding concerns that arise and acting on any agreed decisions; • To respond to any perceived need for in-service training. 	



As a member of the Red Balloon staff:

- To be a participating member of the community;
- To abide by and support the philosophy of Red Balloon;
- To cooperate with the other staff in the running of the Centre;
- To help with day-to-day duties;
- To agree and implement safeguarding policies;
- To attend staff meetings and INSET when possible.

Key Performance Indicators

- Student performance in external accreditation
- Feedback from students and parents/carers
- Feedback from managers and colleagues

Person Specification

Qualifications	<ul style="list-style-type: none"> • Degree level education (required) • Qualified or experienced teacher (required) • SEN qualifications (desirable)
Skills/Knowledge	<ul style="list-style-type: none"> • Good understanding of the educational needs of children who may have mental health problems (e.g. anxiety, depression, attachment trauma), school-related anxieties or refusal, SEN, extremely low academic confidence and self-esteem, and to adjust teaching strategies to meet individual student needs • Knowledge and understanding of bullying and its effects • Team-building skills • Shows evidence of being suitable for working with children • Effective and empathetic student support skills • Good written and verbal communication skills • Innovative and creative • Ability to show initiative • Flexible and with the ability to 'think on your feet' • Excellent communicator who works well in a team • Shows evidence of being suitable for working with children
Qualities	<ul style="list-style-type: none"> • Innovative and creative • Ability to show initiative • Flexible and with the ability to 'think on your feet' • Excellent communicator who works well in a team
Experience	<ul style="list-style-type: none"> • Of dealing with bullying, trauma or mental health • Of teaching young people one-to-one or small group situations • Working with students to develop life/social skills

Key Competencies

Self Management	Manages personal priorities, pressures and workload in an efficient, proactive and effective way
Communications	Listens to and communicates with individuals and groups professionally, clearly and supportively. Is aware of the need for confidentiality, tact and sensitivity
Equality and Diversity	Is constantly mindful of equality and diversity issues in providing services, and seeks to avoid discrimination
Flexible and Adaptable	Responds positively to unexpected changes in the routine of the Centre and to any new requests that may arise

General Information

- The job specification details the main outcomes required and should only be updated to reflect major changes that impact on the outcomes for the job. Specific tasks, goals and performance criteria will be agreed through the Appraisal Scheme.
- The Centre is committed to safeguarding children and all staff must undergo a DBS check and have two suitable references before they can start work.

- All work performed/duties undertaken must be carried out in accordance with relevant Red Balloon policies and procedures, within legislation, and with regard to the needs of students, staff and parents.
- Post holders will be expected to be flexible in their duties and carry out any other duties commensurate with the grade and falling within the general scope of the job, as requested by Red Balloon.

For further information about Red Balloon-Reading please visit <http://redballoonlearner.co.uk>