

THE ROYAL SCHOOL, ARMAGH



APPOINTMENT OF A FULL-TIME TEMPORARY TEACHER OF GEOGRAPHY TO GCE A LEVEL

September 2026

APPLICATION PACK

Thank you for your interest in working at The Royal School Armagh. This application pack contains the information required to help you complete your application. Please read all of the contents thoroughly so that you are fully aware of the requirements of the post. Further information about the School can be found on our website: www.royalschool.com

THE SCHOOL

The Royal School, Armagh was established by Royal Decree in 1608 and is an academically selective voluntary grammar school for boys and girls aged 4 – 19 years. The school is situated approximately 40 miles South West of Belfast. There are at present circa 800 pupils a number of whom are boarders. Boarding forms an essential and integral part of our school life and identity. There is also a Preparatory Department which is situated on the school site.

The school occupies an attractive 30-acre site and is well known for its high academic standards and its significant extra-curricular programme. The Facilities are excellent and the past 15 years have seen considerable investment in new buildings and refurbishment of the existing estate.

At the Royal School we are committed to providing quality learning and teaching, caring for our pupils on an individual basis and developing sound character through providing each pupil with challenging and enriching opportunities.

The most recent ETI Inspections affirmed the achievements of the school.

THE POSITION

The Board of Governors is seeking to appoint a teacher of Geography to A Level to include BTEC Travel and Tourism (Maternity Cover) Full-Time temporary for the 2026/2027 academic year, commencing in November 2026 (or as soon as possible thereafter).

APPLICATION

Please complete the Application Form, to the Headmaster's Secretary at Royal School, College Hill, Armagh, BT61 9DH or by email to slynd186@c2kni.net by **4 pm on Wednesday 7 October 2026**.

GEOGRAPHY DEPARTMENT

The Geography Department is committed to innovative teaching practices and deliver topical, engaging and challenging content that instils a passion for learning amongst the pupils. Each pupil is encouraged both to express their creativity and fulfil their academic potential. Geography is a core subject at Key Stage 3. Geography is also a popular and high performing subject at GCSE and A Level.

The geography curriculum provides pupils with appropriate geographical knowledge while developing their analytical, evaluative and explanatory skills. Geography is a popular subject across the School and Key Stages, and the successful candidate will initially be teaching primarily at Key Stage 3 level where delivery is three lessons of 35 minutes per week. The curriculum is designed to be interesting, dynamic, imaginative and reflective of our ever changing physical, human and environmental interconnections whilst also providing sound foundations for GCSE and A level. Units of study at Key Stage 3 include Tectonic Terrors, Urban Challenges, Natural Ecosystems and Becoming a Geographer. Enquiry based learning is promoted through the study of economic geography and fieldwork is promoted in Year 9 with a Coastal Management Enquiry. The application of key geographical terminology is a focus in every lesson to support a developed understanding of key geographical concepts and theories. This focus, alongside the learned knowledge, allows for an easier transition into GCSE and supports regular high attainment. At A Level, pupils must have the ability to make synoptic links across a range of topics, which is developed with inventive and engaging learning strategies. Our curriculum is reflective, progressive and challenging. This is an excellent opportunity to join a forward thinking, thriving and successful department and is ideally suited to someone with the energy to inspire, motivate and challenge pupils.

The aims of the Geography Department are:

- To stimulate and maintain pupil interest and enjoyment of the subject.
- To create a safe learning environment where pupils are eager to learn and enjoy the subject, where pupils are active participants in the learning process and where teachers enjoy teaching and, thus, give of their best.
- To nurture confidence and bring a sense of achievement, by extending pupils to realise their full potential and strive towards the highest possible standards in all aspects of the subject.

The Geography Department consists of 3 full-time teachers, one of whom teaches BTEC Travel and Tourism.

The Vacancy

We are seeking a teacher of Geography and BTEC Travel and Tourism who is committed to enabling pupils realise their highest academic potential. The successful candidate will be an excellent classroom practitioner who will convey a passion for the teaching of Geography which they will share enthusiastically with both colleagues as well as play an active part in the wider life of the School. They will teach an even split of Geography and Travel and Tourism.

Essential Criteria

1. To hold an Honours degree at least 2.2 or above in Geography (or a related subject in which Geography was a main component);
2. To hold a qualification which meets the requirements for recognition to teach in grant aided schools in Northern Ireland by the commencement of the post;
3. To be registered with the GTCNI by the commencement of the post;

Desirable Criteria

1. The ability to teach another subject to GCSE level;
2. Experience in the last two years (Teaching Practice acceptable) of teaching Travel and Tourism;
3. Experience in the last two years of teaching Geography to A Level (Teaching Practice acceptable);

The school reserves the right to enhance these criteria for the purpose of short-listing.

This is a Main Scale post.

The closing date for applications is 4.00 pm on Wednesday 7 October 2026.

The Royal School, Armagh is an Equal Opportunities Employer.

OVERALL RESPONSIBILITY

Subject to the policies of the school the duties of teachers are to perform such tasks as the Headmaster shall direct having reasonable regard to their overall teaching workload in relation to the following: -

- To teach assigned classes together with associated preparation and correction;
- To plan and develop high quality lessons and courses, using a variety of approaches, to continually enhance learning and teaching;
- To prepare pupils for examinations and assist with their administration;
- To provide advice and guidance to pupils on issues related to their education;
- To assess, record and report on the work of pupils;
- To work in partnership with parents, support staff and other professionals;
- To maintain and build upon the standards achieved in the award for Qualified Teacher Status as set out by the Department of Education;
- To undertake appropriate and agreed Continuing Professional Development / Teacher Professional Learning;
- To engage in PRSD or other agreed review processes as appropriate;
- Participate in issues related to self-evaluation, school planning, raising achievement and individual review;
- To promote and safeguard the health, wellbeing and safety of all pupils;
- To contribute to good order and the wider needs of School and its curriculum development.

GENERAL TEACHING DUTIES

Learning and Teaching

The successful applicant will be a member of the Geography Department, under the direction of the Head of Geography. The main teaching duties of this post will be in the delivery of the curriculum. To achieve this, the successful applicant must:

1. Undertake the teaching of pupils in year groups 8 - 14 as arranged through the Heads of Department, Vice Principal (Curriculum) and agreed by the Headmaster;
2. Manage pupil learning through effective teaching in accordance with the department's schemes of work and policies;
3. Ensure continuity, progression and cohesiveness in all teaching;
4. Use a variety of methods and approaches (including differentiation) to match curricular objectives and the range of pupil needs, and ensure equal opportunity for all pupils;
5. Set homework regularly, (in accordance with the School homework policy), to consolidate and extend learning and encourage pupils to take responsibility for their own learning;
6. Work with the Special Education Needs Co-ordinator and Support Staff in order to benefit from their specialist knowledge and to maximise their effectiveness within lessons;
7. Work effectively as a member of the department team to improve the quality of learning and teaching;
8. Set high expectations for all pupils, to deepen their knowledge and understanding and to maximise their achievement;
9. Promote good pastoral care as an effective teacher;
10. Use positive behaviour management in an environment of mutual respect which allows pupils to feel safe and secure and promotes their self-esteem.

Monitoring, Assessment, Recording, Reporting, and Accountability

1. Be immediately responsible for the processes of identification, assessment, recording and reporting for the pupils in their charge;
2. Contribute towards the implementation of Personal Learning Plans as detailed in the current Code of Practice particularly the planning and recording of appropriate actions and outcomes related to set targets;
3. Assess pupils' work systematically and use the results to inform future planning, teaching and curricular development;
4. Be familiar with statutory assessment and reporting procedures and prepare and present informative, helpful and accurate reports to parents;
5. Keep an accurate register of pupils for each lesson. Unexplained absences or patterns of absence should be reported immediately in accordance with the school policy.

Subject Knowledge and Understanding

1. Have a thorough and up-to-date knowledge and understanding of the Northern Ireland Curriculum programmes of study, level descriptors and specifications for examination courses;
2. Keep abreast of research and developments in academic subjects (in particular) and curriculum (in general);
3. Engage fully with the Heads of Departments in the ongoing development of the following areas:
 - use ICT to enhance the learning and teaching both remotely and in the classroom;
 - be involved in cross departmental curriculum collaboration to enhance learning;
 - teaching and assessment of Thinking Skills, Personal Capabilities and Cross Curricular Skills.

Professional Standards and Development

1. Be a role model to pupils through personal presentation and professional conduct;
2. Arrive in class, on or before the start of the lesson, and begin and end lessons on time;
3. Cover for absent colleagues as is reasonable, fair and equitable;
4. Be familiar with the school and department handbooks and support all the school's policies;
5. Establish effective working relationships with colleagues, Associate and Support staff;
6. Be involved in extra-curricular activities as required by the Teachers' Terms and Conditions of Employment;
7. Maintain a working knowledge and understanding of teachers' professional duties as set out in the current Teachers' Pay and Conditions document, and teachers' legal liabilities and responsibilities relating to all current legislation, including the role of the education service in protecting children;
8. Liaise effectively with parent/guardians and with other agencies with responsibility for pupils' education and welfare;
9. Play an active part in the self-evaluative processes of the school and teaching departments;
10. Be aware of the role of the Board of Governors and support it in performing its duties;
11. Be familiar with and implement the relevant requirements of the current SEN Code of Practice;
12. Consider the needs of all pupils within lessons (and implement specialist advice) especially those who:
 - have a SEN or are gifted and talented;
 - are not yet fluent in English.

SPECIFIC DUTIES

1. You are required to: Consult with colleagues about departmental procedures and policies and ensure that you understand the department's aims and objectives, together with assessment, recording and reporting procedures. Understand approaches to inclusion, including support for (i) Pupils with Special Educational Needs (SEN); (2) Gifted and talented pupils; (3) Pupils with English as an Additional Language (EAL); (iv) Equality and diversity considerations; (v) Differentiated learning; (vi) Citizenship education; (vii) Teaching and learning styles
2. Be familiar with Health and safety procedures, including detailed arrangements for educational visits and school trips.
3. Be involved in the Pastoral Care programme of the School, in accordance with the entire range of Pastoral policies, having responsibility for a Form Class under the direction of the Head of Year, and Head of Pastoral Care.

This role will require the applicant to:

- ☐ Develop a detailed knowledge of the needs, aspirations, interests and academic progress of each pupil in the Form Class;
- ☐ Respond to the individual problems of pupils and encourage, motivate, and mentor pupils as necessary;
- ☐ Maintain, under the direction of the Head of Year, contact with parents and guardians as required, keeping abreast of pastoral developments e.g. Safeguarding, Resilience & Positive Engagement;
- ☐ Identify and undertake any personal and professional development required to discharge pastoral responsibilities effectively;
- ☐ Contribute to the review and development of units of work and maintain under the direction of the Head of Year, appropriate pupil records;
- ☐ Assist with the organisation of pastoral activities for a particular year group including public and virtual events;

4. Maintain the school's tradition of educational visits which enhance pupils' understanding and knowledge of Geography, including those of a residential nature if required;
5. Seek opportunities and encourage pupils to participate fully in Geography related competitions, clubs and activities;
6. Assist with the Department's contribution to the "Armachian" magazine and school website;
7. Assist with after-school support classes as required;
8. Undertake general supervisory duties expected of a member of the School's teaching staff and undertake any other duty which may reasonably be expected of a teacher in the School.

CONDITIONS OF SERVICE

All members of staff are expected to carry out a range of professional duties required by the Board of Governors under the direction of the Headmaster and to work as a team within the Teachers' (Terms and Conditions of Service) Regulations (NI) 1987.

DECLARATION BY APPLICANT

- (a) I have read the information and all the questions on this form have been accurately answered to the best of my knowledge.
- (b) I am not suffering from any medical condition which would prevent me carrying out the duties of this post in a satisfactory manner.
- (c) I have not been barred by the Disclosure and Barring Service from working in Regulated Activity*

Signature of Applicant

Date

* Regulated Activity is work that a person working in Northern Ireland must not do if the Disclosure and Barring Service (DBS) has "barred" them from working with children and adults. It is an offence for a barred person to do such work or to apply to do such work. Further information can be found on the AccessNI website at: <https://www.justice-ni.gov.uk/articles/disclosure-and-barring>.