



Business Studies Teacher

Hours: 0.6

Contract details: Temporary until 31/08/2026

Salary: £32,916 - £51,048 per annum pro rata



Who we are

The John of Gaunt School is a unique, vibrant and highly successful school for students from the ages of 11 – 18, with approximately 1250 students on roll. The School joined EQUA Mead Learning Trust in April 2023. We are a school for our community and strongly believe in collaboration. The School has a strong reputation for both academic and pastoral excellence. Whilst we are first and foremost a place of learning, we strive to ensure that students are academically nurtured and cared for in a safe environment in which they can be happy, grow, gain in confidence and be challenged to achieve in all aspects of school life.

Our Mission

Our Mission is to make sure that all our students discover their personal best and thrive academically, individually and socially regardless of their circumstances.

We are relentless in driving high expectations and make no apology for ensuring high standards across the school.

Our values

Kindness

- At The John of Gaunt School, we nurture, recognise and celebrate the important quality of being generous, helpful, and caring towards other people that is essential in our society today.

Positivity

- Being optimistic in attitude is crucial for any person to be successful at any stage of their life. We believe that positivity breeds positivity, and so we foster this trait in all members of our school.

Belonging

- All our staff and students must be happy and comfortable within our community at The John of Gaunt School. We want every member to feel welcome and accepted so that they can flourish.

Ethos & Culture

We are a highly inclusive school that blends nurturing individual care with high standards and expectations.

Our students are proud of their school and are happy, ambitious, inquisitive learners. They thrive on a curriculum and character education programme that takes place in classrooms, and includes clubs, trips and activities. Our ethos is underpinned by strong relationships between students, parents, carers, staff and governors. Who all work tirelessly to ensure students develop their individual characteristics to be successful at school and beyond.

Job Description and Person Specification – Business Studies Teacher



Dear Applicant,

Teacher of Business,

I am delighted that you have shown an interest in this post at The John of Gaunt School which will start as soon as possible. The successful applicant will join a committed and talented staff team with a supportive Governing Body who share high ambitions and the desire of excellence for our students. This is a truly exciting time to join our growing, forward thinking school. We have high expectations of Teaching & Learning and to facilitate this, a framework of high-quality practice has been created. These JOG essentials can be found on our website ([here](#)).

You will find much information about the school and the faculty both on our website and in the candidate pack, which I hope encourages you to make an application. Please note that in line with safer recruitment practices, CVs will not be accepted. If you have any questions about the role, please contact our HR Department via email to vacancies@jogschool.org.

The John of Gaunt School is committed to safeguarding and protecting the welfare of children and young people and expects all staff and volunteers to share this commitment. In line with Keeping Children Safe in Education, references will be called prior to interview and an online profile search conducted on all shortlisted candidates. The successful candidate will be expected to complete an enhanced DBS disclosure.

Thank you, once again, for your interest in this post. We very much hope that you will pursue your interest in this position and I look forward to reading your application and possibly meeting you at interview.

Yours faithfully,

Ben Rhodes
Headteacher



The Computing and Business Faculty

The Computing and Business Faculty is a great team of enthusiastic, dedicated teachers.

Within the school, we have eight dedicated, whole-class ICT suites spread across the school with modern facilities, projectors and screens. The network is well-maintained, reliable and respected by the students. In addition, there are local clusters for specific subjects.

The Faculty Office is the hub of the Faculty with well-organised resources, reference materials and stationery. Shared planning, meetings and training occur around here with all the necessary materials to hand. Crucial administrative support is provided by our shared Faculty Assistant team, who sorts out preparation of materials and resources to help generally keeps the Faculty efficient.

The Faculty offers the opportunity for all students across the School to succeed in Computer Science and Business Studies through a challenging curriculum that allows students to gain knowledge, understanding and application across all three Key Stages.

At Key Stage 3 all students study Computer Science for one lesson a week. In KS3 Computer Science students learn how to develop their computational thinking and apply it in a number of different languages. We also deliver computing history, computing maths and hardware/networking.

At Key Stage 4, we offer our students options in GCSE Computer Science, Creative Media and Business Studies. Historically, we have consistently achieved outstanding results.

At Key Stage 5, we offer A-Level Computer Science and A level Business Studies. These are very popular courses with our students. We aim to offer a supported learning environment with opportunities for independent learning.

We look forward to welcoming a new member to our team.



The purpose of the job is to

- Prepare teaching materials, set up the classroom and organise displays
- To embrace whole school initiatives.
- To teach across the full age and ability range, as required.
- To deliver small group intervention sessions, as required.
- To teach a second subject, as required.
- To plan differentiated lessons which meet the needs of all abilities.
- To set homework regularly in accordance with the school's policy.
- To encourage independent learning.
- To promote learner self-esteem and a positive academic self-concept.
- To work effectively as a member of the subject team to improve the quality of teaching and learning.
- To deepen learner knowledge and understanding and to maximise their achievement.
- To use positive behaviour management techniques based on mutual respect and recognising that every child matters.
- Follow safeguarding procedures
- Organise trips and other enrichment activities

Duties and responsibilities

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum, and schemes of work
- Produce teaching and learning materials and resources which are appropriate to age and ability
- Assess, monitor, record and report on learning needs, progress, and achievements of assigned children, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of children
- Set high expectations which inspire, motivate and challenge children
- Promote good progress and outcomes of children
- Demonstrate good subject and curriculum knowledge
- Implement effective behaviour management strategies in line with the Trust policy
- Provide a stimulating learning environment

Supporting children's self-esteem, inclusion, and behavioural development

- Encourage an acceptance and inclusion of all children, including those with Special Educational Needs / Disabilities
- Develop methods of promoting / reinforcing children's self-esteem and independence
- Provide individual supervision in and out of the classroom for children with challenging behaviours
- Establish a supportive relationship with children
- Reinforce the school ethos, e.g., expectations of behaviour within class and elsewhere on the school site
- Supervise children on outings and school activities

Whole-school organisation, strategy, and development

- Contribute to the development, implementation and evaluation of the school's policies, practices, and procedures, to support the school's / Trust's vision and values
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure coordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach
- Work as a team member in the development of one area of the curriculum
- Promote equality as an integral part of the role and treat everyone with fairness and dignity



Health and safety

- Promote the safety and wellbeing of all children
- Maintain a safe learning environment by managing behaviour effectively in accordance with the Trust's behaviour policy
- Maintain current and accurate safeguarding records e.g., through CPOMS

Professional development

- Attend mandatory Trust induction training on Safeguarding and Health and Safety within the first few weeks of taking up the post (these sessions may be delivered outside standard school hours)
- You are expected to be a role model to learners through personal presentation and professional conduct.
- To be punctual to lessons and meetings.
- To support school policies.
- To strive for personal and professional development.
- To be involved in extra-curricular activities.
- To liaise effectively with parents and other stakeholders involved with education and welfare.
- Complete regular (at least annual) training on subjects including safeguarding
- Take a proactive role in the Trust's appraisal procedures
- Take part in further training and development to continually improve
- Keep abreast of initiatives and developments in education, especially those relevant to the duties and responsibilities of the post

Pastoral duties

- Every subject teacher will be expected to be a tutor.

Communication

- Communicate effectively with children, including mentoring, motivating and imparting skills and / or knowledge
- Make and maintain strong relations with parents/carers and at times representatives of other agencies e.g. Health, Social Care

Working with colleagues and other relevant professionals

- Manage the effective deployment of support staff and volunteers in the classroom
- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

Management of staff and resources

- Direct and supervise any assigned support staff, and where appropriate, other teachers
- Contribute to the recruitment and professional development of other teachers and support staff
- Deploy resources effectively

The post holder will be required to safeguard and promote the welfare of children and young people and follow school policies and the staff code of conduct.

This job description is not a comprehensive list of all tasks that the post holder will carry out. The post holder may be required to do other duties appropriate to the level of the role, as directed by the Senior Leadership Team.

Job Description and Person Specification – Business Studies Teacher



	Essential	
Qualifications	• Qualified teacher status • Further relevant qualifications • Strong professional development record relevant to the position	
Experience	• Successful teaching experience at the secondary level. Contribution to effective curriculum planning: Teaching Mathematics across the age and ability level in a secondary school	
Knowledge and understanding	• Knowledge and understanding of the National Curriculum requirements • The ability to recognise outstanding classroom practice • Competence in using student data to monitor and improve performance • Understanding of inclusive provision and practices which offer equality of access to the curriculum for all students, including SEN, EAL and high achievers. • Knowledge of the role and understanding of the importance of being a form tutor	
Skills	• An excellent classroom and physical skills practitioner evidence of delivering effective lessons which lead to at least 'good' progress • Good level of ICT skills • The ability to inspire, develop and motivate students and raise their aspirations through a range of strategies eg assessment for learning • Excellent organisation and management of resources • Ability to set targets for students to raise achievement	
Personal Qualities	• High standards of personal organisation • Enthusiastic, innovative, creative, and caring • A positive role model for students • Enthusiasm for and commitment to the achievement of the school's overall vision for success at all levels • Energy and drive • Commitment to contributing to school life as a whole and a willingness to be involved with clubs and community projects • Ability to work as part of a team and to develop and maintain positive relationships with teaching and support staff • Willingness to seek further professional development • Share high expectations of achievement, teaching and behaviour • Committed to safeguarding and promoting the welfare of children • Commitment to anti-discriminatory practice follows the confidentiality protocol	



Our commitment to safeguarding

At The John of Gaunt School we are committed to safeguarding and promoting the welfare of students and expect all staff to share this commitment. A copy of the school's Safeguarding Children in Our School Policy and our Policy and Code of Conduct for Safe Practice are included in this pack for your reference. Further related policies will be included in the induction process. The interview will seek clarification on information you provide on your application form, assess your suitability for the post and assess your suitability to work in an environment where you will have contact with students. It will include questions relating to safeguarding and promoting the welfare of children.

If you are shortlisted references will be sought from your current or most recent employer and any issues arising from a reference will be discussed at interview. If you have worked with children in the past, but do not do so at the moment, a reference will be sought from this employer as well. If you have been self-employed, please provide statements or evidence from your clients/accountant or solicitor. References will be required which cover the past 5 years.

The application form asks you to give the contact details of a 'personal referee'; this should not be a relative or friend. Please give names and email contacts for all referees. The post will only be offered once two satisfactory references have been received.

Due to the nature of this post, you will be required to apply for an enhanced disclosure with barred list from the DBS (Disclosure and Barring Service) if you are offered the post. Disclosure will contain details of formal cautions, reprimands and final warnings, as well as convictions. The school will apply on your behalf and will pay the necessary fee. This post is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 Exceptions Order 1975, 2013 and 2020.

Having a criminal conviction will not automatically exclude you from employment, this will depend on the nature of the position and the circumstances and background of the offences committed. However, an offer of employment will be conditional until DBS and medical clearance have been received.

Our Town

The historic woollen town of Trowbridge is the County town of Wiltshire, and is situated close to the edge of Salisbury Plain. Trowbridge is a socially diverse and rapidly growing town and offers a range of High Street and independent shops, supermarkets, cafes, pubs and restaurants, as well as a weekly street market featuring local stalls and traders and is only 10 miles by road from Bath. The school is a 5-minute walk from the Train station, which provides good rail links to Bath, Bristol and nationally. Trowbridge provides a great base from which to explore the region, including world-famous landmarks such as Stonehenge and Avebury as well as numerous National Trust and English Heritage sites.