



**THE REACH FREE  
SCHOOL**

# **Subject Leader Business Studies**

## **Candidate Pack**

**The Reach Free School  
Long Lane  
Rickmansworth  
Hertfordshire  
WD3 8AB**

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Dear candidate,

Thank you for expressing an interest in this position. The last few years have presented many challenges, not just in education, but in all aspects of life. If this period has taught us anything, it is that face-to-face interaction with people is vital for our wellbeing and development. Academic achievement, our school community and a love of learning are key to this school's ethos. We take great pride in knowing all of our pupils, their strengths, goals and passions and everywhere you turn in this school there are pupils and staff working together to achieve the very best. Hopefully the disruptions of the last two years are behind us and we can now look ahead to what the future holds.



As a school we have continued to expand and develop, building on the significant strengths identified in our February 2019 Ofsted report. Attracting the very best staff is the most effective way to grow and it is important for us as we enter the next chapter in the history of the school.

Our GCSE and A Level results are strong and we are firmly established in our purpose built school ensuring that future generations of young people have access to modern educational facilities right in the heart of their community.

If you have the passion to contribute to our unique school, then we look forward to receiving your application.

Richard Booth  
Headteacher

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## The School

The Reach Free School is an 11 to 18 school in Rickmansworth, which serves pupils of all backgrounds and abilities. Opened in September 2013, the school was founded by a group of teachers and local parents in response to a significant demand for more secondary school places in the area.

All involved with the school have high aspirations for our pupils and high expectations of them. As such we expect all pupils to:

- Commit their best efforts to all that they do
- Support each other to achieve their potential
- Work with their teachers to exceed their goals
- Demonstrate exemplary behaviour in all that they do
- Take pride in their school and its community within its walls and beyond
- Enjoy learning



The Reach Free School plays an active role in the community, working with local businesses, supporting local events and providing a hub for local services. Pupils are very much involved in the school's wider responsibilities, developing skills in leadership and decision making, communication and collaboration and independent, self led learning.

A sense of purpose and responsibility pervades lessons and activities at The Reach Free School and it is important that our pupils recognise their own responsibilities as members of the community. It is this that underpins The Reach Free School's ethos; Achievement, Community, Enjoyment – ACE.

## **The Ethos of the School**

The Reach Free School's ethos and curriculum is designed, first and foremost, to meet the needs of the young people in the local area. The core of our ethos is to personalise the education of every pupil in order for them to maximise their potential and realise their dreams and aspirations.

We believe in the following principles:

**Achievement** – Realised through recognising the individual needs of every learner

**Community** – Embracing, utilising and supporting the local community for the benefit of all learners and building partnerships to support teaching and learning

**Enjoyment** – A commitment to innovative practice and the application of technology to develop enthusiasm for learning

## **Features of The Reach Free School**

**A Smaller School** – With 750 pupils, The Reach Free School is a close-knit environment, ensuring a strong sense of community.

**Modern facilities** - In September 2018 the school moved to its £19 million new home with first-class facilities throughout.

**'Outstanding' Judgements** - In February 2019 the school was inspected by Ofsted and received outstanding judgements for the 'Effectiveness of leadership and management' and 'Personal development, behaviour and welfare'. There were many strengths of the school identified in the inspection, not least the "excellent relationships between staff and pupils..." and "behaviour around the school is exemplary".

**Transition** – In September 2022 there are five classes in year 7 benefitting from their own Home Room and a dedicated Assistant Teacher for the first year. This Assistant Teacher is the form tutor for this class, and supports learning in a range of subjects for their pupils. Together these ease the transition from primary to secondary school for the children and help us to understand each child as an individual.

**Focus on English and Mathematics** – The school focusses on English and Mathematics, the building blocks for success in other subjects. Literacy and mathematics pervade teaching and learning at the school and all teachers play a role in developing pupils' skills in these areas.

**Community Common Room** – Once a week, all pupils work in groups towards a shared goal for the local community. Working together on a community project develops our pupils as creative, confident and proactive individuals.

**Targeted Academic Support Programme** - In Key Stage 4 we dedicate time to supporting our pupils, in smaller groups, as they work towards their GCSEs and vocational qualifications.

**Technology Rich** – All pupils have their own school device and teachers are encouraged to utilise the latest technology to teach in innovative and creative ways.

## Expectations

At The Reach Free School we expect our Subject Leaders to:

- Be passionate about their subject area, and learning as a lifelong skill
- Be outstanding practitioners who inspire pupils and colleagues
- Be creative in delivering a rigorous, aspirational curriculum
- Believe that every child can and will succeed
- Lead their subject areas and support the Head of Enterprise with research-driven teaching methods
- Be committed to securing the best outcomes for all pupils at the school with an in depth understanding of how data can be used to maximise progress
- Have a passion for education and be open to innovative approaches in everyday aspects of school life
- Offer enrichment and extra-curricular experiences related to their subject area and beyond
- Contribute to the overall development of the school
- Be flexible in their approach to work, adapting to new challenges
- Support and mentor colleagues who are training

In return, we offer:

- The opportunity to be a key member of staff and help build on the school's successes to date
- A happy and supportive working environment with high expectations and standards
- Access to the latest technology to assist in developing your teaching and learning
- Competitive salaries, based on skills and experience
- Potential further leadership opportunities
- A network of outstanding practitioners to collaborate with and learn from
- The potential for further management opportunities
- Access to a low cost BUPA cash plan to contribute to medical care

## The Local Area

The school has been borne out of the need for more education provision in the Mill End, Maple Cross and Rickmansworth area. There is a continuing demand for high quality school places in the local area and the school is helping to meet these needs.







## Job description

Job Title:	Subject Leader - Business
Reports to:	Head of Enterprise
Hours:	Full Time (Part Time would be considered)
Salary:	Academy Trust Scale, dependent on skills and experience

## Business Studies at The Reach Free School

Business Studies is part of the Enterprise department which also incorporates Computing and Food and Nutrition. The subject was introduced in September 2018 and is taught at the school as Business and IT at Key Stage 3 and at Key Stage 4 and Post 16 as a vocational option. However, the ambition of the school is to move away from the vocational courses currently offered and introduce GCSE and A-Level Business Studies. The Subject Leader would be responsible for implementing this change.

In line with other subjects in the school, pupils begin Key Stage 4 during year 9 and have the option to trial the subject before making their choices. The subject is a very popular choice across the school and we are committed to resourcing the subject sufficiently to ensure it is a great success.

## Main duties

The Subject Leader of Business at The Reach Free School will:

- Plan, develop and implement whole-school and departmental priorities, including aspects of the School Development Plan and the Departmental Action Plan
- Support the Head of Department with the Department Action Plan, audits, curriculum overviews and policies
- Lead the planning of Schemes of Learning indicating approaches to teaching, content, classroom organisation and resources
- Lead and manage others in the department to ensure that high performance standards are achieved and maintained
- Collaborate with other departments to develop literacy and numeracy across the curriculum
- Celebrate the success of the Enterprise department and challenge underperformance where required, this includes with staff and/ or pupils
- Ensure that the regulations and procedures relating to Health and Safety, are followed, taking responsibility for the safety, welfare and discipline of pupils within the learning environment
- Support and uphold the ACE ethos of the school – achievement, community, enjoyment
- Create a happy, secure and stimulating learning environment
- Have sympathetic understanding of every child's needs
- Have clear aims and objectives for every lesson and communicate them to the pupils

- Have well planned work, imaginatively introduced which caters for all pupils' needs
- Utilise ICT to enhance the quality and variety of teaching and to support pupils in applying this key tool in their own learning
- Engage in continuous formative and summative assessment, tracking progress of pupils in line with school systems and provide guidance to pupils on next steps in their learning
- Maintain pupil records and report progress to parents, guardians and carers
- Secure high standards of behaviour in line with the school's Code of Conduct and Behaviour Policy
- Share their talents, skills, ideas and enthusiasms for the benefit of the whole school and be ready to accept responsibilities that extend beyond the classroom
- Complete the requirements of the school's performance management process
- Attend to personal professional development to keep abreast of national, local and school initiatives and best practice

## **Wider Responsibilities**

All teachers at The Reach Free School will:

- Deliver extra-curricular activities
- Partake in activities aimed at promoting the school, including, but not limited to, open evenings, visits to primary schools and community events
- Carry out other tasks commensurate with their position, as directed by the Senior Leadership Team

## **Job context**

The school welcomes teachers of a high professional standard and shares the responsibility with each teacher for continual review and the development of expertise.

All teachers make a valuable contribution to the school's development and, therefore, to the progress of all pupils.

Teachers in the upper levels of the Academy Trust pay scale will be expected to make a wider contribution to the school.

In particular, teachers at the upper levels will:

- be role models for professional practice in the school
- be expected to mentor teachers in training
- make a distinctive contribution compared with other teachers
- contribute effectively to the wider team.

The Academy Trust will endeavour to make any necessary, reasonable adjustments to the job and working environment, to enable access to employment opportunities for disabled applicants, or continued employment for any employee who develops a disabling condition.

## **Review of duties**

The specific duties attached to any individual member of staff are subject to annual review and may, after discussion with the employee, be changed.

## **Salary**

The Reach Free School operates its own payscale, which currently exceeds that of the Main Payscale used by other schools in the fringe area. Teaching salaries range from £29,345 to £47,552 (FTE) and

will be awarded based on the experience, skills and suitability of the candidate. The salary range includes additional Reach Point payments for those in positions of responsibility. For those employed on a part time basis the days and hours of work will be dependent on the needs of the timetable and may change on an annual basis.

#### Person specification

	Essential	Desirable
<b>Qualifications and Training</b>	<ul style="list-style-type: none"> <li>• Education to degree level</li> <li>• GCSE Maths and English (grade A*-C) or equivalent</li> <li>• Qualified Teacher Status (QTS)</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of relevant recent continuing professional development (CPD) including middle leadership related qualifications</li> <li>• Qualifications/interests relevant to extra-curricular activities</li> </ul>
<b>Knowledge and Experience</b>	<ul style="list-style-type: none"> <li>• Outstanding subject knowledge</li> <li>• Knowledge and application of Assessment for Learning (AfL)</li> <li>• Recent experience of successful teaching, leading to high achievement for pupils of all abilities</li> <li>• Thorough knowledge of current subject requirements related to the National Curriculum and Examination requirements (GCSEs, and A-Levels)</li> <li>• Knowledge of the emerging trends and developments related to your subject</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of leading and managing teams</li> <li>• Experience of planning and delivering teacher training and/or mentoring/coaching</li> <li>• Experience of the collection, analysis, and use of data to inform the planning and delivery of teaching and learning</li> <li>• Experience of a variety of schools and school environments</li> <li>• Experience of successful strategies for developing literacy across the curriculum</li> </ul>
<b>Skills and Abilities</b>	<ul style="list-style-type: none"> <li>• Ability to motivate, inspire and support all pupils to achieve and succeed</li> <li>• Ability to reflect and develop your practice for the benefits of all learners</li> <li>• Ability to work collaboratively</li> <li>• Able to communicate effectively with a wide range of audiences</li> <li>• Commitment to The Reach Free School's core values of achievement, community, and enjoyment (ACE)</li> <li>• Confident use of technology</li> </ul>	<ul style="list-style-type: none"> <li>• A desire to develop the use of technology in the classroom</li> </ul>
<b>Other qualities</b>	<ul style="list-style-type: none"> <li>• Awareness of health and safety requirements related to the role</li> <li>• A flexible approach to working patterns and expectations, understanding the evolving nature of the school and role</li> <li>• A desire to succeed in all aspects of the job</li> </ul>	<ul style="list-style-type: none"> <li>• The ability to teach other subjects</li> </ul>

	<ul style="list-style-type: none"> <li>• A commitment to the promotion of health, safety and safeguarding of children</li> </ul>	
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### How to apply

Completed application forms, along with recruitment monitoring forms, should be submitted in one of the following ways:

- Electronically to: Mrs Samantha Berman, Headteacher's PA, [sberman@reachfree.co.uk](mailto:sberman@reachfree.co.uk)
- By post to: The Reach Free School  
Long Lane  
Rickmansworth  
Hertfordshire  
WD3 8AB

Once your application has been received it will be acknowledged by email.

If submitting your application electronically, please save your form with your name at the beginning of the file name.

In compliance with Safer Recruitment guidelines, CVs will not be accepted.

Potential candidates may contact The Reach Free School with any questions on 01923 711517 or via email at [sberman@reachfree.co.uk](mailto:sberman@reachfree.co.uk).

The Reach Free School is committed to safeguarding and promoting the welfare of children, and expects all staff to share this commitment. In accordance with our Safer Recruitment Policy we are unable to process applications without a fully completed application form. The successful applicant must obtain DBS clearance at enhanced level. The school will also carry out a prohibition from teaching check, as well as in-depth online checks. Non-disclosure may lead to the termination of your employment.



