**Teacher of Business**



**Reporting to:** HoD Business, Economics & Politics

**Contract:** Part time or full time *(flexibility of hours can be discussed)*

**Start date:** September 2023

**Salary:** MPS/UPS + Outer London Pay

**Suitable for:** ECT’s or Experienced teachers

**Allowance:** N/A

**Disclosure level:** Enhanced

## The Role

We wish to appoint a Teacher of Business to teach KS4 & KS5. This post is available September.

* Business classes are taught in mixed ability groups from Year 10 onwards
* Students follow the AQA syllabus at A-level for Business
* Students follow the AQA syllabus for GCSE Business
* The Economics and Business department achieve outstanding results at both key stages

## About Our School

Trinity Catholic High School is large Catholic comprehensive school situated in the London Borough of Redbridge and within the Diocese of Brentwood. We have a reputation for excellence in all aspects of our service to the children in our school and the wider community. Our school’s inspection reports can be viewed on this link: [www.tchs.org.uk/about-us/inspections.](http://www.tchs.org.uk/about-us/inspections) The highest standards relating to Teaching and Learning are a feature of daily life at Trinity and these significantly and positively impact student progress and attainment. Trinity’s Section 48 report (January 2020) states that “***Trinity Catholic High School is an outstanding school and a beacon of high-quality Catholic education. It has an excellent reputation in the local community and beyond and it is rightly seen as a flagship school for the Diocese of Brentwood***”. The report also emphasises that “***Catholic life at Trinity Catholic High School is outstanding and is of the highest quality***” and “***Every aspect of Collective Worship at the school is outstanding***".

## We are seeking a professional who is:

* An enthusiastic Business specialist with the ability to teach at KS4/5
* Passionate about Business and has excellent subject knowledge.
* Ambitious and committed to very highest standards of student learning.
* Keen to challenge and enthuse our diverse student population.
* An excellent classroom practitioner with a drive for self-improvement and development.

## We can offer the successful candidate:

* A strong commitment to your professional development and wellbeing, including access to all CPD provision within the Agnus Dei Teaching School Alliance, across the Dioceses of Brentwood, Southwark and Westminster.
* Opportunity to work with a forward-thinking Headmaster and Senior Leadership Team.
* Non-contact time and Planning, Preparation and Assessment time (PPA) at Trinity is very generous and well above the national minimum requirement of 10% of your timetable.



* A team of highly motivated and talented teachers that work collaboratively to raise standards and secure achievement for all students.
* Well behaved students that are keen to achieve and are respectful of their teachers.
* A well-resourced school and a stimulating environment that is conducive to high quality teaching and learning.

**Your Application**

The School can only accept applications made on our school application form. Download this from our website: [www.tchs.org.uk/about-us/employment/](http://www.tchs.org.uk/about-us/employment/) or complete on the TES portal

Tel: 020 8504 3419

Email: [recruitment@tchs.org.uk](mailto:recruitment@tchs.org.uk)

Closing date for applications: 4th June 2023

Interviews take place: w/c 5th June

Early applications are welcome

Trinity Catholic High School is committed to safeguarding children. Further details of this can be found on our website <https://www.tchs.org.uk/about-us/safeguarding/> Successful candidates must be willing to undergo child protection screening appropriate to the post, including checks with past employers and a satisfactory enhanced check with the Disclosure and Barring service (DBS).

Please note, due to high volumes of applications only shortlisted candidates will be contacted. We

reserve the right to call applicants to interview prior to the closing date.

**Job Description**



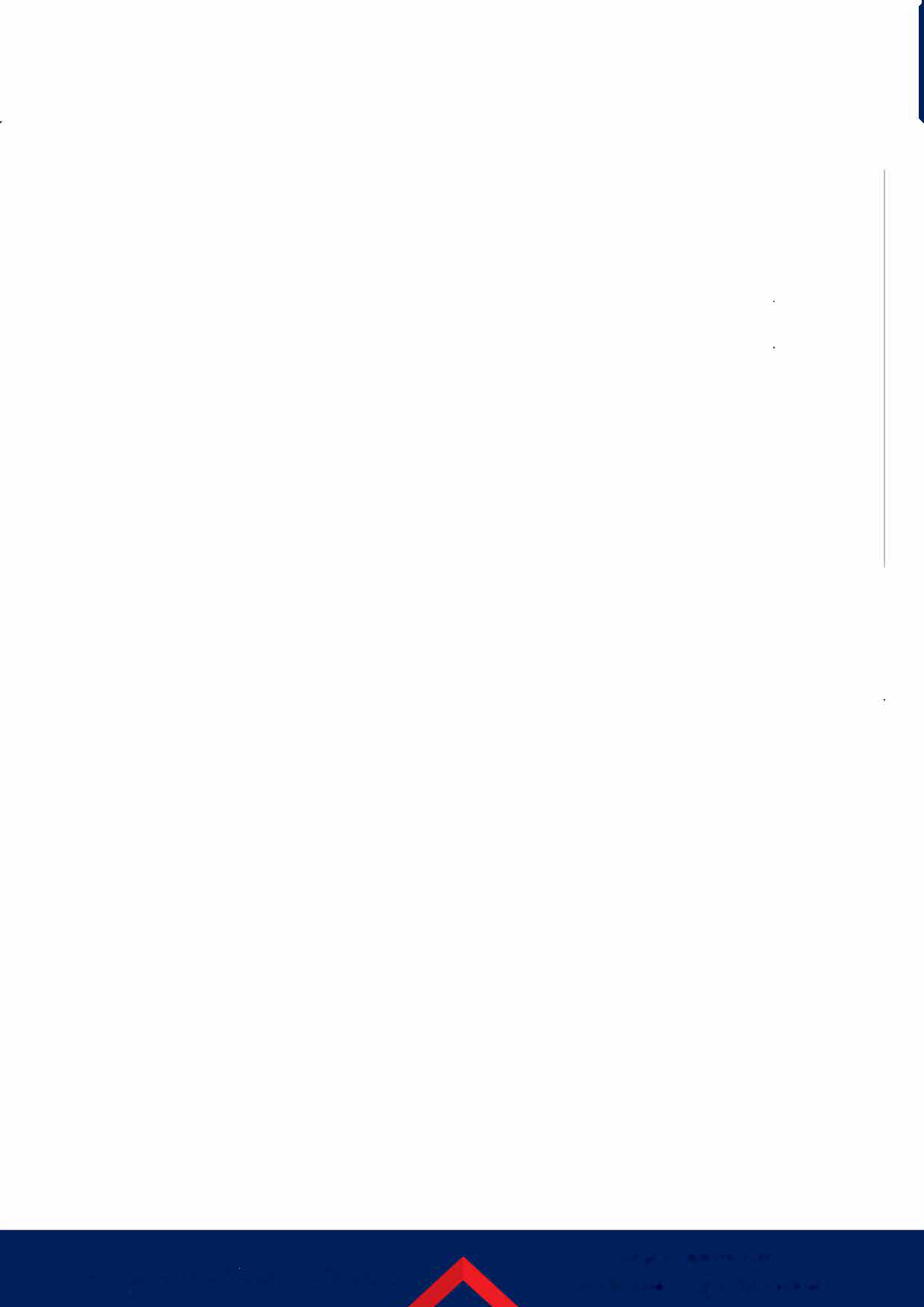
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**Key responsibilities**

1. To plan, resource and deliver imaginative, interactive and inspiring schemes of learning and lessons that ensure that all students make excellent progress and attain at high levels
2. To provide a nurturing and stimulating classroom and academy environment that helps students to develop as learners
3. To maintain/establish positive behaviour for learning across the whole academy
4. To contribute to the effective working of the academy
5. To support students in the acquisition and development of learning dispositions and positive character traits
6. To provide stimulating and enriching extra-curricular/enrichment opportunities for students and potentially for members of the wider school community
7. To be accountable for student progress and attainment levels in the subject.

**Teaching and learning**

1. To plan and prepare effective schemes of learning and lessons
2. To teach engaging and effective lessons that motivate, inspire and involve students and ensure outstanding student attainment
3. To use regular assessments to monitor progress and set targets
4. To respond accordingly to the results of such monitoring to differentiate intervention
5. To maintain regular and productive communication with parents, to report on progress, sanctions and achievements
6. To promote reading and teach literacy skills.
7. Assist the Headmaster in maintaining the Catholic Ethos of our school.
8. Fulfil the expectations and responsibilities of a teacher, as set out in the DfE Teachers’ Standards document.
9. Make the education of pupils your first concern.
10. Be accountable for pupils’ attainment, progress and outcomes.
11. Sustain the highest possible standards in teaching and professional conduct.
12. To provide outstanding teaching so that high levels of attainment are secured from all student groups.
13. Ensure that all school policies, procedures and practices are consistently implemented.
14. Responsible to the Headmaster, SMT and the Head of Department.
15. Consistently plan and deliver outstanding lessons that will allow stimulating and enjoyable learning to take place.
16. Secure strong subject knowledge and keep your teaching skills up to date.
17. Set high expectations which inspire, motivate and challenge pupils.
18. Adapt teaching to respond to the strengths and needs of all pupils.
19. Make accurate and productive use of assessment.
20. Responsible to the Headmaster, SMT and the Head of Department.
21. Consistently plan and deliver outstanding lessons that will allow stimulating and enjoyable learning to take place.
22. Secure strong subject knowledge and keep your teaching skills up to date.
23. Set high expectations which inspire, motivate and challenge pupils.
24. Adapt teaching to respond to the strengths and needs of all pupils.
25. Make accurate and productive use of assessment
26. Contribute to the development of policies and Schemes of Learning as requested.
27. Ensure that the school’s quality assurance procedures are followed.
28. Mark, assess and report on pupils’ achievement and maintain environment.
29. Meet deadlines for reports, marking, submission of assignments and assessment data.
30. Prepare pupils for examinations and take part in moderation/standardisation as required by the school.
31. Respond within 24 hours to telephone calls/7 days to written correspondence.
32. Ensure that all classes are taught according to school policy
33. National Curriculum and examination syllabus are followed at all times.
34. To attend department meetings and to liaise with relevant staff to ensure they are kept up to date with issues.
35. To participate in the programme of after school revision classes according to department requirements.
36. To ensure the effective and efficient deployment of classroom support.
37. To complete reports to parents/carers on students’ attainment and progress in line with the school’s procedures.
38. To provide students with regular “formative” feedback to help them raise their attainment.
39. Set high expectations for students and promote the development of student confidence and intellectual curiosity.
40. To be an outstanding classroom practitioner.
41. Have high expectations of behaviour, and establish a framework for discipline.
42. To attend evenings that are held, to inform parents of school provision, intervention and student progress.
43. Forge positive professional relationships with pupils, their parents and other professionals.
44. To act as a Form Tutor and carry out all of the responsibilities linked with that role.
45. To monitor and support the overall progress and development of students within your Tutor Group.
46. To monitor student attendance in lessons and ensure that follow-up procedures are put in place where necessary.
47. To manage students’ behaviour effectively to ensure a good and safe learning environment



1. To deal with inappropriate behaviour quickly and effectively according to the school behaviour policy.
2. To participate fully in the curriculum development of the department.
3. To keep up to date with national developments related to your subject area.
4. To engage actively in the performance management review process.
5. To remain fully informed and show an awareness of local and national changes in education policy & practice.
6. To offer training that will support the continuous professional development of staff across the school
7. To assist other curriculum leaders in their pursuit of outstanding practice in their own area.
8. Be aware of and comply with confidentiality and data protection, reporting all concerns.

**CPD**

1. To participate fully in the curriculum development of the department, for example, updating existing units of work and developing new ones as requested by the Head of Department.
2. To keep up to date with national developments related to your subject area.
3. To engage actively in the performance management review process.
4. To remain fully informed and show an awareness of local and national changes in education policy and practice.
5. To offer training that will support the continuous professional development of staff across the school
6. To assist other curriculum leaders in their pursuit of outstanding practice in their own area.

**Safeguarding**

1. To undertake safeguarding training every year and uphold the principles of the “Keeping Children Safe in Education” document as well as the whole school safeguarding policy.
2. Responsible for safeguarding and promoting the welfare of children/young adults.
3. To be familiar with the procedures for reporting safeguarding concerns on CPOMS.
4. To assist with the management of behaviour and student safety at school.
5. Be aware of and comply with policies and procedures relating to child protection, health & safety, confidentiality and data protection, reporting all concerns to an appropriate person.

**Catholic Ethos**

1. To contribute to the maintenance and development of the school’s Ethos and Vision.
2. To play a full part in the life of the school community to support its distinctive Catholic mission and ethos and to encourage staff and students to follow this example.
3. To foster positive relationships across the school and in the catholic community.

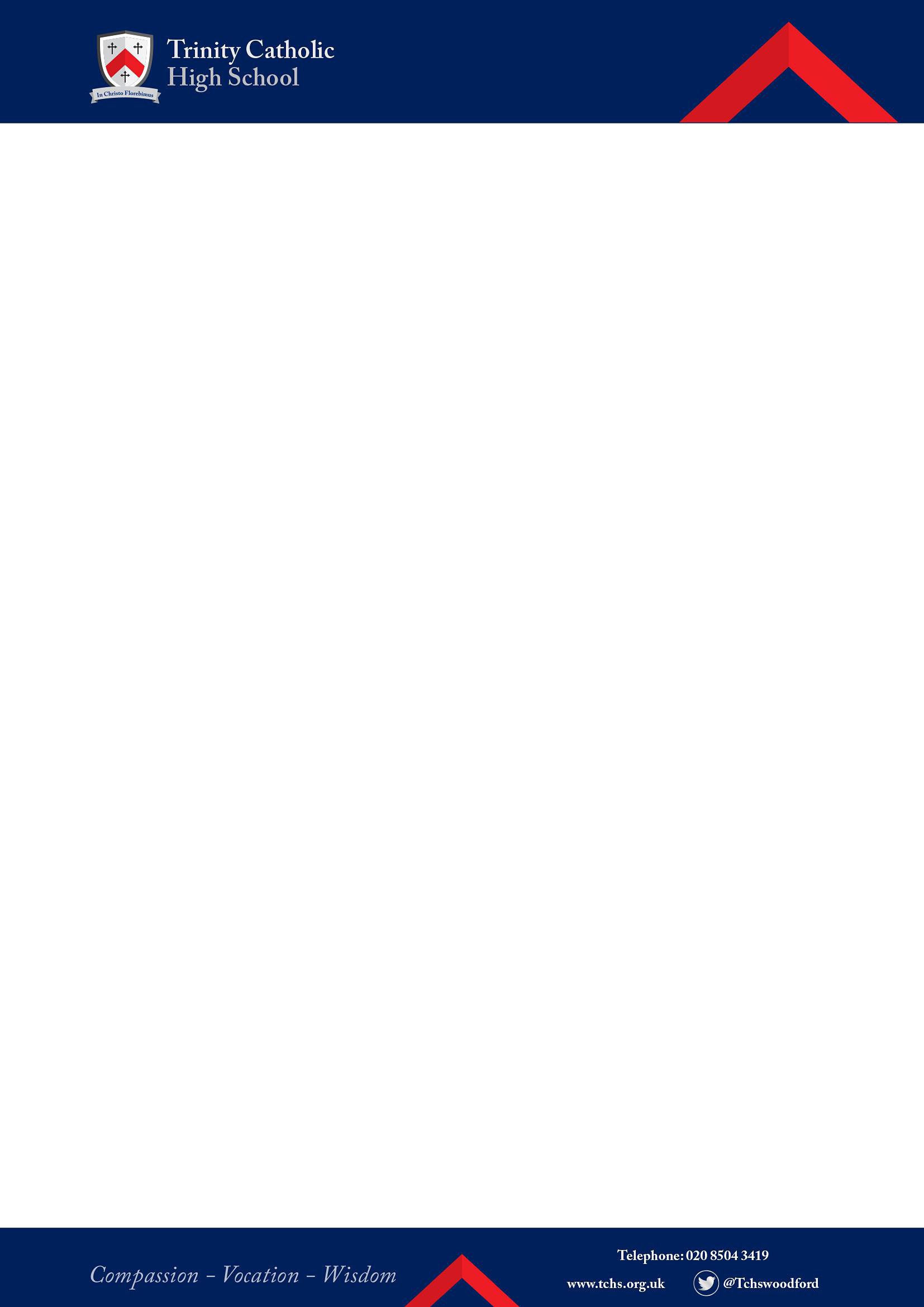
These above-mentioned duties are neither exclusive nor exhaustive and the post-holder may be required to carry out other duties as required by the School.



## Person Specification – Teacher of Business

All areas will be assessed by application and at interview.

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| **Qualifications** | **Essential** | **Desirable** |
| Educated to degree level in the identified subject |  |  |
| Qualified Teacher Status |  |  |
| Good Honours Graduate |  |  |
| Able to teach Key Stage 4 & 5 |  |  |
| **Background and Experience** | **Essential** | **Desirable** |
| Recent and successful teaching experience in secondary schools |  |  |
| An outstanding classroom practitioner |  |  |
| Excellent classroom management skills |  |  |
| Excellent understanding of current, relevant issues and national developments in education |  |  |
| The ability to work independently and within a team |  |  |
| Willing to support the department with extracurricular activities |  |  |
| Experience of supporting colleagues to improve practice |  |  |
| **Professional Knowledge and Understanding** | **Essential** | **Desirable** |
| Understands the characteristics of high-quality teaching, learning and achievement for all students |  |  |
| Excellent understanding of effective pedagogy |  |  |
| Support the aim and objectives of Trinity Catholic High School |  |  |
| **Skills** | **Essential** | **Desirable** |
| Excellent communication skills (oral and written) |  |  |
| Able to develop positive and meaningful relationships with students |  |  |
| Excellent ICT skills and able to make appropriate use of ICT for learning |  |  |
| Excellent organisational skills to meet deadlines and manage work load of self and others |  |  |
| Able to give good quality feedback to students |  |  |



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| **Personal Qualities and Attributes** | **Essential** | **Desirable** |
| Capacity to plan and deliver Business & Economics |  |  |
| Personal Qualities and Attributes continued | **Essential** | **Desirable** |
| Able to gain respect of students, parents, staff and governors |  |  |
| Awareness, understanding and commitment to the protection and safeguarding of children and young people |  |  |
| High integrity: honest, trustworthy and reliable |  |  |
| Can take difficult decisions and manage challenging conversations |  |  |
| Commitment to equal opportunities |  |  |



## Why work at Trinity Catholic High School

* All Staff receive minimum of 20% PPA, well above the national average
* All Staff given a laptop
* All Staff access to Schools Advisory Service wellbeing services, including physiotherapy and yearly health screening
* Supportive to Staff wellbeing and managing workload
* Supportive SLT
* Comprehensive CPD Programme including access to national professional qualifications
* Outstanding Student behaviour
* Caring and affirming culture and ethos
* Opportunities for career development and progression