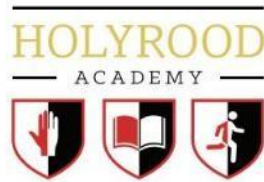




BLACKDOWN  
EDUCATION  
PARTNERSHIP



BELIEF IN EVERY CHILD



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HEADTEACHER: MR DAVID MacCORMICK

## WELCOME TO HOLYROOD ACADEMY

Dear Applicant,

Thank you for your interest in this post.

Holyrood exists to serve its community as such; we are looking for a permanent, 0.6/ 0.8 or full time Teacher of Business Studies or Teacher of Business Studies Apprentice, who shares our commitment to ensuring that the young people we serve receive the best possible standard of education. You will join a positive and hard-working team of staff who are absolutely focussed upon bringing our vision for the Academy to fruition.

We seek to establish a mission for social justice at Holyrood: one that promotes social mobility and allows students to achieve brilliantly, regardless of their background. However, we are also developing a school culture wherein students feel happy, are invested in the wider aspects of school life and are not ashamed to aim extremely high.

We are a school that values the building of positive and compassionate relationships with students and we place high aspiration, quality classroom delivery and 'feeding the Holyrood culture' at the heart of what we do.

If this vision matches your own, we would be delighted to hear from you.



Mr Dave MacCormick – Headteacher

# The Opportunity



## TEACHER OF BUSINESS STUDIES

**Required: As soon as Possible**

**Hours: 0.6FTE, 0.8 FTE or Full Time, Permanent (if part time is something you would be interested in please indicate in your application)**

**Salary: MPS/UPS**

We are pleased to offer an **Apprenticeship Teacher Route** as an alternative pathway into teaching for candidates who may not yet hold Qualified Teacher Status (QTS). This route enables aspiring teachers to gain hands-on classroom experience while working towards a recognised teaching qualification, supported by experienced mentors and structured training. Apprentices will develop their pedagogical skills alongside subject knowledge, with dedicated time for study and professional development. This is an excellent opportunity for career changers, graduates, or industry professionals in Business who are passionate about education and wish to train while earning, ultimately progressing to a fully qualified teaching role within our school. If this is something you would like us to consider please include it on your application form.

### Main Job Purpose

To provide high quality teaching and promote effective learning for students for whom the teacher is accountable.

- To maximise the achievement of all children in your charge
- To be responsible for these children's safety and welfare
- To assist in the development of the phase/department & other staff within the school
- To deliver agreed teachers standards and expectations

What you can expect from us:

- Eligibility to join an excellent pension scheme.
- Option to make additional voluntary contributions to pension for local government pension scheme members which can help boost retirement benefits.
- Access to a range of continuous professional development opportunities.
- Trust wide charity events designed to encourage our people to participate in meaningful activities.
- Access to wellbeing provision which offers information and advice on a range of workplace and personal issues.
- Flexible working opportunities.

- Enhanced special leave provision, including additional time off as part of our 'Personal Day' entitlement which supports employees to achieve a better work/life balance.
- Free car parking.
- On-site catering facilities, all of which provide healthy and nutritious meals at a low cost.
- Gym membership. Many of our schools have on-site gyms, the use of which is available to employees at a discounted rate.
- Cycle to work scheme which enables employees to purchase a bike and accessories for their commute to work.
- Free tea and coffee.

**See the Job Description for a full breakdown of the role and responsibilities.**

**Closing date: 9am on Thursday 4<sup>th</sup> June**

**Please note the Academy reserves the right to close the job earlier**

# Job Description



<b>Job Title:</b>	<b>TEACHER OF BUSINESS STUDIES</b>
<b>Location:</b>	Holyrood Academy
<b>Pay Grade</b>	UPS/MPS
<b>Hours of Work:</b>	0.6FTE, 0.8FTE, or Full Time
<b>Key Relationships:</b>	Staff, students and parents
<b>Reporting to:</b>	Business Studies/Computing Curriculum Team Leader

## **Key Purpose of job:**

Undertaking a sustained additional responsibility in the context of the Academy's staffing structure for the purpose of ensuring the continued delivery of high-quality teaching and learning and achievement.

## **Duties and accountabilities of post:**

### **Classroom responsibilities**

- Ability to teach across key stage 3,4 and 5 as necessary in line with the Department's Schemes of Work and external examination courses in such a way to challenge and inspire students of all abilities to achieve high standards.
- Plan, prepare and teach lessons according to the students' educational needs with reference to prior attainment, subject targets, SEN and other needs, as required.
- Assess, record and report on the development, progress and attainment of students in line with Academy and department policies and procedures.
- Set high expectations for students' behaviour establishing and maintaining a good standard of discipline through well focused teaching, effective classroom management and through positive and productive relationships.
- Act within the statutory frameworks, which set out their professional duties and responsibilities and in line with the duties outlined in the current School Teachers Pay and Conditions Document and Teacher Standards.
- To set and mark work for classes according to Academy guidelines.
- To set appropriate, quality homework in accordance with the Academy timetable.
- Liaise with support staff, such as Teaching Assistants, to ensure a coherent programme of study for students in the classroom.
- To follow Academy procedures for preparing, presenting and assessing students' work.

- Be a form tutor to a designated group of students supporting them academically and pastorally.
- Take an active part within the Academy's monitoring, evaluation and review programmes, professional development activities and teachers' Performance Management structures and cycle
- Attend staff briefings and departmental meetings as required.
- Carry out a share of supervising duties in accordance with published schedules.
- Carrying out such other tasks commensurate with the above as may be required from time to time by the Headteacher.

### **Knowledge and understanding:**

- Have a sound knowledge and understanding of the concepts and skills in his/her specialist subject(s) and a detailed knowledge and understanding of the National curriculum programmes of study.
- Understand for his/her specialist subjects the framework of 11-16 and sixth form qualifications and the routes of progression through it.
- Be familiar with the Academy's current systems and structures as outlined in policy documents including Health and Safety and Child Protection Policies.
- Understand and know how national, local comparative and school data can be used to set clear targets for students' achievement.
- Understand how students' learning in the subject is affected by their physical, intellectual, emotional and social development.
- Be familiar with subject-specific health and safety requirements, where relevant, and plan lessons to avoid potential hazards.

### **Attributes and professional contribution to the community**

- Establish a safe and stimulating environment for students rooted in mutual respect.
- Demonstrate consistently the positive attitudes, values and behaviour which are expected of pupils.
- Contribute positively and effectively to working relationships across the school through positive contribution in academic, pastoral and other school meetings.
- Make a positive contribution to the wider life and ethos of the school.
- Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues.
- Communicate effectively with parents/carers and take part in liaison events with parents and agencies outside school, as appropriate.

### **Safeguarding**

- Attend all safeguarding training as directed.
- Follow Trust procedures and report all concerns to the designated safeguarding lead.
- To be aware of and assume the appropriate level of responsibility for safeguarding and promoting the welfare of children and to report any concerns in accordance with the Trust's safeguarding policies.

### **Data Protection**

- Ensure that legislation and Trust policies and procedures relating to confidentiality and data protection are adhered to.

## **Other responsibilities**

- This role will involve traveling between schools within the Trust (and new ones that may join in the future). The reimbursement of travel costs to schools, other than your normal working location, will be as per the Trust's travel policy.
- To support the achievement of the Trust's objectives by working proactively with colleagues on projects or activities outside direct area of responsibility as required.
- Maintain positive, professional relationships with students, parents / carers and colleagues.
- To participate in induction training, staff review processes and professional development opportunities.
- Commit to equal opportunities and anti-discriminatory practice.
- The post-holder is expected to familiarise themselves with and adhere to all relevant Trust Policies and Procedures.
- The post-holder must comply with the Trust's Health and Safety requirements;
- The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

## **Typical working pattern**

- Annual leave will only be taken during school holidays.

As this post meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all applicants who are offered employment will be subject to an Enhanced Disclosure and Barring Service Check (DBS) before the appointment is confirmed. This will include details of ALL cautions, reprimands or final warnings as well as convictions, whether "spent" or "unspent". Criminal convictions will only be taken into account when they are relevant to the post.

You have a duty of care for your own health and safety at work and that of others who may be affected by your actions at work.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to a satisfactory Disclosure and Barring Service (DBS) Enhanced Disclosure Certificate.

The Trust seeks to promote the employment of disabled people and will make any adjustments considered reasonable to the above duties under the terms of the Equality Act 2010 to accommodate a suitable disabled candidate.

# Person Specification



<b>TEACHER OF BUSINESS STUDIES</b>		
<b>Qualifications</b>	<b>Essential</b>	<b>Desirable</b>
Good hons degree (2:2 or higher) in a relevant Business Studies	✓	
QTS status	✓	
Evidence of wider professional learning.		✓
<b>Experience</b>	<b>Essential</b>	<b>Desirable</b>
Ability to teach Business Studies to GCSE level	✓	
Ability to teach Business Studies at Key Stage 5		✓
Evidence of willingness to contribute to extra-curricular programme	✓	
Evidence of contributing to development of departmental schemes of work		✓
<b>Skills and Knowledge</b>	<b>Essential</b>	<b>Desirable</b>
Potential to deliver outstanding outcomes for students	✓	
A genuine love of teaching and rapport with young people and their families.	✓	
Ability to inspire and enthuse young people	✓	
Commitment to further professional development and learning	✓	
Willingness to go the extra mile to secure high levels of pupil performance and engagement.	✓	
Willingness to contribute to tutorial programme	✓	
Excellent communication skills both verbal and written	✓	
Excellent interpersonal skills and excellent relationships with colleagues	✓	
Understanding of the requirements of the Data Protection Act in relation to maintaining/securing data.	✓	
Organisational skills including time management, planning, meeting deadlines, prioritising work	✓	
ICT skills including use of Microsoft, including excel, word and outlook	✓	
Demonstrate high level of accuracy in all areas of work	✓	

Demonstrate an understanding of confidentiality	✓	
<b>Behaviours</b>		
Understanding of and commitment to equality and diversity.		
Empathy with other Trust teams and Schools		
Understanding of and commitment to Trust Values		
Capacity to work as part of a team as well as individually without supervision and under pressure		
Demonstrate a positive and pro-active approach to work and focussed on outcomes		
Demonstrate creativity, flexibility and responsiveness to change		
Commitment to continuous professional development of self and others to maximise skills/experience.		
<b>Other</b>		
Willing and able to work flexibly across the local area as directed by the Line Manager and to meet the needs of the Trust.		
Willing to undergo training and staff development to maximise skills and experience relevant to the post.		

