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**Lord Lawson of Beamish Academy**

Application Pack

**Teacher of Business Studies**



Dear Applicant,

Thank you for your interest in the post of teacher of Business Studies at Lord Lawson of Beamish Academy. I am writing to give you some more information on the team that you would be joining if successful in the recruitment process. I hope this is valuable to you in the process of deciding whether to apply for the role.

Lord Lawson of Beamish Academy is a successful 11-18 mainstream co-educational academy which has improved rapidly over recent years. We recently celebrated achieving a ‘Good’ Ofsted rating in our November 2022 inspection. The improvement in progress 8 scores from 2019 to 2022 indicates we were the most improved school in Gateshead and among the top 10% of schools for improvement in the North East of England. Whole school progress remained at similar levels into 2023, indicating that the improvements made have been embedded consistently.

We provide an exceptional programme of CPD for staff. We know this through staff surveys and our very low levels of staff turnover. The majority of staff who have left us have gone on to promoted positions. Staff are happy here; Lord Lawson of Beamish Academy is a good place to work. We have high expectations of our staff and students, but we also know our staff are our greatest asset, and we treat them with respect. We value the development of all our staff and you will develop further as a teacher during your time here.

Our next steps are to build on our recent achievements, and to improve the attainment and progress of our disadvantaged students, including those with SEND. We also want to engage more effectively with our community and continue to expand our already thriving extra-curricular offer for our students. Alongside these aims, we aim to expand our sixth form further, by attracting applications from other local schools, as well as ensuring more of our students complete key stage 4 with the qualifications required for further academic study.

We are looking to recruit a skilful, enthusiastic, passionate, and dynamic teacher for the Business department. You will be committed to transforming the life chances of our students. You will be passionate about promoting the enjoyment and relevance of the world of business to our students, particularly the disadvantaged, including those with SEND. You will be keen to learn and develop further, through collaboration with others, and through whole-school and departmental CPD.

You will be welcomed into a successful department and contribute to the development of an excellent standard of teaching within the Business department. You will raise the achievement of our students through increasing the quality of teaching and learning, ensuring student progression by implementing strong teaching strategies.

The Business department is a small successful department, achieving excellent results at GCSE and A-Level. We are looking to continue to improve outcomes in 2024 in both our academic and vocational qualifications. Uptake at KS4 is at maximum capacity, with students in 2023 achieving amongst the highest results in the academy, reflecting the expertise and commitment of staff and our positive relationships with our students. We believe the key to securing good outcomes for students is to build their enthusiasm and love for the world of business through excellent teaching and coherent curriculum planning which seeks to appropriately challenge all students. Numbers for A-Level are high as students enjoy and experience success in the subject at KS4. The business studies department has a collaborative approach to planning and assessment processes, to ensure rigour and to facilitate the sharing of good practice, expertise and workload.

As a department, we are committed to raising the profile of Business qualifications and the central role they play in the future of our students. Like in the business world we look to continually provide the best for our students and invest our time and energy into developing strategies.

This is an exceptional opportunity to join us on our journey towards becoming one of the best schools in the North East of England. We have further work to do but are well on the way in our improvement plan. The successful candidate will learn and develop here, and will, we hope, go on to achieve great success in their career.

To be considered for this post you must have UK Recognised QTS or equivalent, and experience teaching business studies and related courses to at least Key Stage 4. Interest in or experience of teaching business related courses at KS5 is desirable. This post is suitable for NQT/ECT as well as experienced practitioners, and those who have experience as examiners; we are looking for a teacher of business studies with the capability to provide an excellent quality of education for our students, and with the capacity to develop further.

Lord Lawson of Beamish Academy is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post is exempt from the provisions of the Rehabilitation of Offenders Act and is subject to an enhanced DBS check.

With best wishes,

Vikki Ness

**Subject Leader – Business Studies**

Job Specification

**Job Title:**  **Teacher of Business Studies**

**Salary Scale: MSP/UPS**

**Contract Type: Permanent, Full Time**

**Line Manager: Subject Leader – Business Studies**

**Purpose of the role**

To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate.

To monitor and support the overall progress and development of students as a teacher/Form Tutor.

To contribute to raising standards of student achievement.

To share and support the academy’s responsibility to provide and monitor opportunities for personal and academic growth.

To be committed to the values of the academy.

**Key Responsibilities**

**Teaching**

* To actively use the LLOBA teaching and learning framework and the LLOBA Lines in the Sand.
* To teach students according to their educational needs, including the setting and marking of work.
* To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
* To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
* To ensure that Literacy and Numeracy are reflected in the teaching and learning experience of students.
* To undertake a designated programme of teaching.
* To ensure a high quality learning experience for students which meets internal and external quality standards.
* To prepare and update subject materials according to the LLOBA teaching and learning framework.
* To use a variety of delivery methods which will stimulate learning appropriate to student needs and demands of the syllabus.
* To maintain discipline in accordance with the academy’s procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.
* To undertake assessment of students as requested by external examination bodies, departmental and academy procedures.
* To mark, grade and give written/verbal and diagnostic feedback as required.

**Planning**

* To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the curriculum area and department.
* To contribute to the department’s development plan and its implementation.
* To plan and prepare resources and lessons.
* To assess student progress through a range of strategies, providing timely and effective feedback.
* To contribute to the department’s curriculum planning.
* To actively use the LLOBA teaching framework and the LLOBA Lines in the Sand.
* To engage with the academy’s pastoral work through tutor and year group work.
* To actively use the LLOBA behaviour policy.
* To assist in the process of curriculum development and change to ensure the continued relevance to the needs of students, examining and awarding bodies and the academy’s priorities.

**Working with staff, parents/carers, and other professionals**

* To communicate effectively with the parents of students as appropriate.
* Where appropriate, to communicate and co-operate with persons or bodies outside the academy.
* To follow agreed policies for communications in the academy.
* To take part in marketing and liaison activities such as Open Evenings Parents Evenings and liaison events with partner schools as required.
* To contribute to the development of effective subject links with external agencies.

**Pastoral**

* To be a Form Tutor to an assigned group of students.
* To promote the general progress and well-being of individual students and of the Tutor Group as a whole.
* To liaise with the year leader, deputy year leader and tutors to ensure the implementation of the academy’s pastoral support and behaviour policy.
* To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of academy life.
* To evaluate and monitor the progress of students and keep up-to-date student records as may be required.
* To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.
* To communicate as appropriate, with the parents of students and with persons or bodies outside the academy concerned with the welfare of individual students, after consultation with the appropriate staff.
* To contribute to personal development according to academy policy.
* To apply the behaviour management systems so that effective learning can take place.

**Quality Assurance**

* To help to implement academy quality procedures and to adhere to those.
* To contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed academy procedures, including evaluation against quality standards and performance criteria.
* To seek/implement modification and improvement where required.
* To reflect upon and evaluate methods of teaching and schemes of work.
* To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and Student Development functions of the academy.

**General Duties**

**Professional Development**

* To take part in the academy’s staff development programme by participating in arrangements for further training and professional development.
* To continue personal development in the relevant areas including subject knowledge and teaching methods.
* To engage actively in the appraisal process.
* To ensure the effective/efficient deployment of classroom support.
* To work as a member of a designated team and to contribute positively to effective working relations within the

Academy.

**Safeguarding**

* Promote the safety and wellbeing of students and help to safeguard students’ wellbeing by following the requirements of Keeping Children Safe in Education (KCSIE) and our school’s child protection policy.
* Promote the safeguarding of all students in the school.
* Ensure that appropriate reasonable adjustments are made where necessary for students.

**General**

* Equal Opportunities: the academy has a strong commitment to achieving equality of opportunity and expects all employees to implement and promote this in their own work.
* Health and Safety: the academy is committed to a healthy and safe working environment and expects all its employees to implement and promote its policy in all aspects of their work.
* Confidentiality: the academy is committed to maintaining the privacy of all its staff and pupils. It expects all staff to handle all individuals’ personal information in a sensitive and professional manner. All staff are under an obligation not to gain access or attempt to gain access to information they are not authorised to have.

All staff are required to follow school policies and the staff code of conduct.

This job description is illustrative of the general nature and level of responsibility of the role. It Is not a comprehensive list of tasks, and the postholder may be required to carry out other duties appropriate to the role.

This job description may be amended at any time in discussion between the Principal or Line manager and the employee and will be reviewed annually before the commencement of the next appraisal cycle.

Lord Lawson of Beamish Academy: Person Specification – Teacher of Business Studies

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| --- | --- | --- | --- |
|  | Attribute | Essential/ Desirable | Assessment |
| Qualifications and Education | |  |  |
| 1. | Qualified Teacher Status | E | A |
| 2. | A good honours degree or equivalent professional qualification in a relevant subject area | E | A |
| Knowledge and Skills | |  |  |
| 3. | High level of written and verbal communication skills | E | A/I |
| 4. | The ability to communicate successfully with students and their parents | E | A |
| 5. | Ability to work independently and make a positive contribution as part of a team | E | A/I |
| 6. | Commitment to equal opportunities | E | A |
| 7. | Ability to use assessment data to inform planning | E | A/I/E |
| 8. | Knowledge of current education policy and practice | D | A/I |
| 9. | Good knowledge and use of new technology for teaching | D | A |
| 10. | Experience of teaching OCR National Enterprise at Key Stage 4 | D | A/I |
| 11. | Experience teaching business courses at Key Stage 5 e.g. Business Studies GCSE and vocational qualifications such as Economics | D | A/I |
| 12. | Willingness to take on other roles and responsibilities within the department | D | A/I |
| Experience | |  |  |
| 13. | Experience in teaching business courses at Key Stage 4 | E | A/I/E |
| 14. | Experience in teaching business courses at Key Stage 5 | D | A/I/E |
| 15. | An interest or experience teaching finance related elements of Key Stage 5 courses | D | A/I |
| Personal Qualities | | | |
| 16. | A passion for your subject | E | A/I/E |
| 17. | Ability to work under pressure | E | A/I |
| 18. | A good and positive sense of humour | E | A/I/E |
| 19. | Commitment | E | A/I/E |
| 20. | Hardworking | E | A/I/E |
| 21. | Display calmness under pressure | E | A/I/E |
| 22. | Ability to be reflective and self-critical | E | A/I/E |
| 23. | A commitment to help further improve this successful department | E | A/I |
| 24. | A commitment to enhancing the life chances of all students by supporting the work of the pastoral system, including leading a tutor group | E | A/I |
| 25. | Empathy with students and families from a range of backgrounds in the North East of England | D | A/I |
| 26. | A commitment to extra-curricular activities | D | A/I |

Assessment and evidence: A = Application; I = Interview process; E = Exercise