



BROADLEAF
PARTNERSHIP TRUST
A growing family built on collaboration

JOB DESCRIPTION

Title of Post:	Teacher of Business – Fixed Term September 2022 to August 2023
Salary:	Teachers' Pay Range according to qualifications and experience
Effective from:	September 2022

BUSINESS AND SOCIAL SCIENCES DEPARTMENT

The Post

This is a fixed term, full time post to commence September. It is payable on the Teachers' Pay Range according to qualifications and experience.

Applications are welcome from ECTs and experienced staff.

Thank you for your interest in this post. Let us tell you a little more about it.

The Business and Social Sciences Department was created in September 2021. The team has evolved out of the merging of the Business Studies and Social Sciences departments to develop a larger faculty. This facilitates a broader pedagogical approach to the development of teaching and learning within each of the specific subjects. It also enables greater opportunity for debate, discussion and the sharing of good practice within the wider team and will impact positively on the quality of education and student outcomes. The faculty approach offers increased potential to develop links between the subject areas and explore wider opportunities to share related expertise with higher level exams skills, content and technique.

Teaching has to be the first priority at Plantsbrook. We have two school mottos 'Be the best you can be' is our first. Our second motto is 'Well Taught and Well Behaved' and interviewees will be observed in the classroom. Have you the imagination, the skills and the energy to cope with all of this? If you have the initiative to be successful, you will be given both the freedom and the support to enable this. Plantsbrook is a very friendly school but we are also ambitious and committed to continuous improvement.

Business Studies qualifications are taught from Year 10 onwards. GCSE Business Studies is offered at Key Stage 4, with multiple mixed ability classes in each year group. Business Studies, Accounting and Economics are all taught at Advanced Level in the Sixth Form. The department also offer Btec qualifications at levels 2 and 3. These include Travel and Tourism, Enterprise and Business Studies.

Within Social Sciences, Psychology is taught at both GCSE and Advanced Level. Sociology A' level and Health and Social Care Btec Level 3 are also offered in the Sixth Form.

The department is also responsible for the planning and delivery of the Extended Project Qualification course at Key Stage 5.

The take up of these subjects is very strong and good results are achieved by the department across all subjects with the majority of students achieving in line with or above their predicted grade.

The department has good business links and educational visits to businesses are frequent. In addition, we are firmly committed to providing a wide range of enterprise activities to all students. As a school, we develop the skills employers want, and increase students' knowledge of business, bridging the gap between school and work. We would want to continue such links and, indeed, develop them further as we believe that the school should be at the heart of the community.

At present the department consists of eight specialist teachers, including one Assistant Headteacher. The department is an enthusiastic and developing department, dedicated to the teaching of Business and Social Sciences to students of all abilities. The importance of working as a team is recognised by the department with the sharing of ideas and materials. There is an excellent working relationship within the department.

PLANTSBROOK SCHOOL
GENERIC TEACHER JOB DESCRIPTION

1.0 JOB TITLE Subject Teacher/Form Tutor

2.0 JOB PURPOSE To promote the general progress and well being of individual pupils and of any class or group of pupils assigned to you principally but not exclusively by teaching and as a Form Tutor if required.

3.0 DUTIES AND RESPONSIBILITIES

3.1 Those duties and responsibilities undertaken by a teacher in relation to the teaching of children and the organisation of Broadleaf Partnership Trust:

- a) Planning and preparing work for pupils assigned to you.
- b) Teaching according to their educational needs, the pupils assigned to you, including the setting and marking of class work and homework carried out by those pupils, the number of lessons should not normally exceed that limit which has been agreed in the school.
- c) Assessing, recording and reporting on the development, progress and attainment achieved by those pupils assigned to you.
- d) Communicate with pupils, parents and carers in accordance with the school ethos, policies and practice.
- e) Participate in arrangements for the appraisal and review of your own performance and, where appropriate, that of other teachers and support staff.
- f) Regularly reviewing your methods of teaching and programme of work.
- g) Participate in arrangements for your own further training and professional development and, where appropriate, that of other teachers and support staff including induction.
- h) Taking all reasonable steps to maintain good order and discipline among pupils and safeguarding their health and safety both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere.
- i) Participate, as appropriate, in meetings at the school which relate to the curriculum, administration or organisation of the school.
- j) Participate in arrangements, as appropriate, for preparing pupils for public examination and assessment approved by the Secretary of State, recording and reporting such assessments and participating in arrangements for pupils' presentation for and supervision during such examinations.
- k) Participate in an equitable system of cover in accordance with policies agreed between the School and the recognised Teacher Associations.
- l) Attending assemblies unless a dispensation has been granted, registering the attendance of pupils and supervising pupils, whether these duties are to be performed before, during or after school sessions in accordance with school policy.

3.2 SPECIFIC

- a) To ensure that the register is marked punctually and kept up-to-date as required by the law. All absence should be accounted for by notes from parents or guardians and any problems reported to the Achievement Co-ordinator for the appropriate Year Group in the first instance.
- b) To deal with other returns and requests for information about pupils in the Tutor Group as required.
- c) To contribute to and assist as required in keeping up-to-date the pupil records for each pupil in the Tutor Group.
- d) To contribute to references, reports to outside agencies and the like, in consultation with colleagues.
- e) To implement the School Policy on personal appearance, uniform and behaviour of the pupils.
- f) To help pupils with individual guidance as necessary.
- g) To attend assembly with the form unless a dispensation has been granted.

4.0 LINE MANAGEMENT – RESPONSIBILITY TO AND FOR

1. Responsible to the Headteacher (through Subject Leader and Departmental Supporter).
2. To an Achievement Co-ordinator for any tutorial activity.
3. Responsible for the supervision of persons providing support in the classroom.

5.0 PERFORMANCE MANAGEMENT AND DEVELOPMENT

Teachers on the Main, Upper and Unqualified Teachers' pay scales will have their salary reviewed annually in accordance with the Trust Pay Policy.

If appropriate, for the postholder:

UPR:

An application from a qualified teacher to progress on to the upper pay range will be successful where they can demonstrate that they meet not only the Teachers' Standards, but are highly competent in all elements of the standards and that their achievements and contribution are substantial and sustained.

6.0 REVIEW AND AMENDMENT

This job description is normally subject to annual review. It may be amended at the request of the Headteacher or the postholder but only after full consultation with the postholder.

Job description issued, after consultation, by Mr J Farr, Headteacher.

PERSON SPECIFICATION

Professional Qualities

You will:

1. Be an excellent teacher.
2. Have good classroom management skills and be able to help other departmental colleagues if needed.
3. Be committed to teamwork as a style of management, both within the department and within the school.
4. See your subject as being part of a wider picture which includes the whole curriculum.
5. Be committed to improving student achievement, including monitoring attainment, target setting and mentoring underachievers.
6. Be an efficient administrator.
7. Be committed to staff development and training, including performance management.
8. Be committed to equal opportunities and success for everyone in a comprehensive school.
9. Be committed to safeguarding and promoting the welfare of children and young people.
10. Be committed to the concept of the school at the heart of the community.

Personal Qualities

You will:

1. Enjoy working with young people and treat them with respect.
2. Be able to motivate and inspire students.
3. Be optimistic, enthusiastic and 'generous of spirit'.
4. Have a sense of proportion and humour.
5. Be equally literate and numerate, including using ICT.
6. Have the personality to deal with student discipline problems firmly and fairly.

TO APPLY:

If you would like to apply for the post, please complete the application form enclosed, together with other relevant information in support of your application.

The application form and details are also available on our website:

<https://plantsbrookschool.co.uk/staff-vacancies/>

Closing Date: Monday 27 June 2022

Candidates are encouraged to submit their applications as soon as possible as we reserve the right to interview earlier and withdraw the advert if a suitable candidate is appointed

I look forward to reading your application. If you are shortlisted for this post you will be contacted by telephone. It is our practice, as part of the interview process, for interviewees to teach a 30 minute session, observed by a senior member of staff.

Mr Jason Farr
Headteacher

Broadleaf Partnership Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Please note successful candidates for all Broadleaf Partnership Trust vacancies will be requested to apply for an Enhanced Disclosure from the Disclosure and Barring Service, although a criminal record will not necessarily be a bar to obtaining the position.