

# MURRAY PARK SCHOOL



## APPLICANT INFORMATION PACK

### TEACHER OF BUSINESS

APPLICATION DEADLINE:

THURSDAY 27<sup>TH</sup> JANUARY 2022  
9AM

INTERVIEW DATE:

MONDAY 31<sup>ST</sup> JANUARY 2022

START DATE:

SEPTEMBER 2022

*Murray Park School is committed to safeguarding and promoting the welfare of children and appointment to this post is subject to a criminal record and background check and references*



**Head Teacher:** Mrs N. Caley

**Address:** Murray Road, Mickleover, Derby, DE3 9LL

**Telephone:** 01332 515921

**Web:** [www.murraypark.derby.sch.uk](http://www.murraypark.derby.sch.uk)

**Recruitment Email:** [recruitment@murraypark.derby.sch.uk](mailto:recruitment@murraypark.derby.sch.uk)

# OUR HEAD TEACHER



MRS N. CALEY

I am delighted to introduce you to our wonderful school. Since my arrival in 2018, I have sought to create a thriving working environment which enables our wonderful students to succeed in all aspects of life at Murray Park and beyond.

We pride ourselves on giving teachers the conditions in which to teach without distraction and ensure that all staff are supported quickly with any concerns both in and outside the classroom.

We are fully committed to offering a top-class education - on-line or in school - which keeps abreast of national and international trends. We welcome applications from high-quality candidates who are looking to make a real difference to our students' lives.

We support all new staff with a supportive induction package. NQTs follow the Derby City new teacher programme as well as our in-house training. We endeavour to ensure your skills are developed so you can perform at your optimum.

Please take your time to consider the information in this pack and do not hesitate to make contact with us should you require any further information.



“As a new member of the Murray Park team I was warmly welcomed by the entire school community, students, colleagues and parents alike. We really are proud to be here”. (Mr Hagen - Assistant Headteacher)





# AMBITION STATEMENT

At Murray Park School, our curriculum vision is to provide an ambitious and inspirational education for all of our pupils. Our strong set of values: Perseverance; Respect; Independence; Dreams and Excellence (PRIDE) underpins our ethos. Through our curriculum, our pupils develop the confidence to embrace the responsibilities that life has to offer and to become valued members of the local community, both now and in the future.



In all lessons the pupils are challenged and engaged in an education that prepares them for their futures. Our curriculum enables all of our pupils to develop life skills, such as, creativity, empathy and collaboration, resulting in resilient individuals with high aspirations.

Our health and wellbeing provision ensures that our pupils lead healthy and fulfilling lives and that every pupil has the knowledge and confidence to take care of their own health and wellbeing.

As a result of our outstanding careers programme, all of our pupils are prepared for the next stage of their education, training and employment through our extensive network of business partners and dedicated careers' centre. Our wide range of extra-curricular activities include residential opportunities and international travel. These opportunities enrich the formal curriculum and deepen the pupils' knowledge and skills.



Every child at Murray Park School is equipped to become a well-qualified and successful young person.

*“The supportive atmosphere created by amazing, dedicated colleagues and students that genuinely appreciate what you do for them, gives me a reason to smile every day.” (Miss Dodd - Head of Mathematics)*



# SCHOOL INFORMATION

Murray Park is a dynamic and forward-looking 11-16 mixed comprehensive school on the western fringes of the city of Derby. It is a Foundation Status school, but has a close working relationship with the local authority.

We cater for approximately 1030 students, situated on a spacious site surrounded by greenery. We serve students from the Derby City area, within reach of the Derbyshire countryside and our cohort sizes are growing each year.

Our students reflect the full academic ability range and there is a huge breadth to the socio-economic status of our families.



## APPLICATION PROCESS

Informal visits to the school are available but not essential. You must complete the application form fully and give details of all employment, training and gaps in employment since leaving secondary school to the present day. Any additional information, which you wish to bring to the notice of the selection panel should be included in your letter of application.

Your letter of application should make reference to the job description and in particular how you meet the person specification. At least one of your references should be a current employer and you should indicate if you are happy for us to contact each reference. Please provide an email address for your referees so that we can contact them.

*Please email your completed application form and letter of application to [recruitment@murraypark.derby.sch.uk](mailto:recruitment@murraypark.derby.sch.uk) or upload using the TES platform. The application letter should be no longer than 2 sides of A4, Arial font size 11.*

*“The School has continuously supported me with my career development. If you wish to challenge yourself to develop as a leader then Murray Park School is the place for you.” (Mr Gregory - AHT KS4 Achievement)*



# STAFF WELL-BEING

Murray Park considers the well-being of staff to be important. Decisions in terms of staff support make well-being a priority. Anything that can be done to support staff in their role will be considered. In recent years we have raised the profile of staff well-being by establishing the following initiatives to ensure that our staff are happy in their workplace.

- Opportunity to work from home where possible.
- Latest laptops issued to all staff.
- Live marking policy.
- Designated, trained mental health leader.
- Staff social events.
- Staff sports events.
- Meal allowance for lunch duty staff.
- Meeting free weeks throughout the year.
- Bespoke CPD opportunities.
- Opportunity for all staff to complete mental health awareness course.
- Duty timetable to reflect teacher workload.
- Robust behaviour system to support staff.
- Alternative provision

## HEAD OF DEPARTMENT

My aim as Head of Business Studies is to ensure students gain a wide range of skills and knowledge that will prepare them for the next step in their lives, be that further education, training or work. We provide a broad and accessible curriculum with an engaging, knowledge-rich subject. We endeavour to allow the students to become confident and informed business people with a passion for working with the latest technology in an ever changing world.

We are a highly experienced, dedicated team of subject specialists and skilled support staff that share an excellent working ethos whilst supporting each other personally. We collaborate effectively to ensure that we provide an exciting Computer Science experience for Murray Park students, and enjoy a friendly working relationship.

As a subject with natural partitions between its teaching areas, the Computer Science and Business team enjoy the ownership of individual classrooms, making best use of each teachers' personal strengths, whilst working together to provide high quality teaching and learning in line with the school's high standards.

Mr Stuart Rossell, Head of Computing and Business Studies.

[stuart.rossell@murraypark.derby.sch.uk](mailto:stuart.rossell@murraypark.derby.sch.uk)

“Since starting at Murray Park there has been no time for nerves, just excitement. I am delighted to continue my journey here, whilst inspiring others on my way” (Miss Bunting - NQT Science)





# DEPARTMENT INFORMATION

The Computing and Business department at Murray Park consists of three full time subject specialist and two experienced second subject teachers, delivering Computing lessons at KS3, and as options subjects at KS4. Computing and Business subjects are continually popular with our students and we are very proud of the outcomes we support our students in achieving. Our staff boast a wealth of specific skills and experience, which we use to enthuse our students and develop inspirational schemes of work.



The department is very well resourced, with four fully equipped air conditioned Computing rooms featuring a recently upgraded suite of computers as well as four smartboards with speakers. In addition to this we have two theory based classrooms again equipped with smart boards and speakers. The department has its own dedicated full colour laser printer and staff each have their own school provided work laptop. There is a dedicated staff room with separate workstation space for staff to work on in their own time if they so wish.

Students have access to extra-curricular provisions run through the Computing and Business department such as after school clubs and competitions run by staff, and the department hosts regular homework club sessions for students to catch up with their work after school if they do not have a computing provision at home.



Our Key Stage Three provision aims to give students a balanced insight into the ‘Big Picture’ of computing and business through working with a range of hardware and software, ensuring engaging creative and practical tasks are blended supportively with challenging technical knowhow to ensure students make excellent progress throughout. Moving into Key Stage Four we offer a variety of courses to suit students’ interest and aspirations, following both GCSE and vocational courses. At all stages we tailor our teaching to ensure students continue to develop transferrable skills.

“ Murray Park School is a great place to work. If you are passionate about making a difference to the lives of young people, this is the place to be”  
(Mr Holland - PE)



# SAFEGUARDING INFORMATION

Murray Park School shares a commitment to safeguard and promote the welfare of children and young people. Our commitment is underpinned by robust processes and procedures that seek to maximise opportunity, minimise risk and continuously promote a culture that embraces the ethos of safeguarding amongst our workforce.

This post is Exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020 and is subject to an enhanced DBS Disclosure check.

## Recruitment Information

The application form must be completed in line with our Important Recruitment Information section on the school website. It is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children.

- Child Protection and Safeguarding Policy
- Recruitment of Ex Offenders
- The Equality and Diversity Form
- GDPR Privacy Notice
- Recruitment Policy

These documents can be found using following the link:  
<https://www.murraypark.derby.sch.uk/key-information/vacancies/>

## SENIOR LEADERSHIP TEAM



- Mrs Nicola Caley - Headteacher
- Miss Rebecca Somes - Deputy Headteacher
- Ms Suzanne Whiston - Deputy Headteacher
- Mr Philip Gregory - Assistant Headteacher
- Mr George Hagen - Assistant Headteacher
- Mr Nick Lynn - Assistant Headteacher
- Mrs Theresa Lucas - Assistant Headteacher

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# JOB ADVERT

## Teacher of Business Studies Full-Time/Permanent:

**Salary:** Main Pay Scale/UPS

**Responsible to:** The Head of Computing and Business

**Framework:** To work within the framework of teachers' pay and conditions, current legislation and the policies of the school.

Murray Park School is seeking to appoint a teacher of Business to join our thriving department. The successful candidate would be joining a dedicated and highly skilled team with a depth of both subject knowledge and teaching and learning expertise. The individual we are looking to appoint will be committed and energetic, with the creative skills to provide high quality learning experiences that are engaging and accessible yet serve to challenge our students to excel. Applications are welcomed from specialists in Business Studies who can boast strong teaching skills, robust subject knowledge and a keen interest in the continually evolving world of Business. A willingness to teach some IT/Computing is desirable, but by no means essential.

Applications for part-time would be considered. Please state this on your letter of application.

The post is suitable for teachers at all stages of their career and the school is fully committed to supporting staff with CPD, including ECT programmes. The person appointed will have:

- A passion for pupil progress.
- High standards and expectations.
- Highly developed interpersonal skills.
- A commitment to team work.
- A commitment to extra-curricular learning.
- A positive outlook.

### How to Apply

An application pack can be downloaded from the school website at <http://murraypark.derby.sch.uk/key-information/vacancies> or apply via TES Online.





# ROLES AND RESPONSIBILITIES

## Duties as a Classroom Teacher:

- Teaching in an agreed curriculum area
- Planning structured lessons that meet the needs of individual students
- Sharing plans and teaching resources with colleagues
- Maintaining records, marking and assessment of pupils' work according to school and departmental policies, external examination and national curriculum requirements
- Reporting on pupils as required by the school policy and national curriculum requirements
- Using school procedures to maintain your teaching area/s to a standard that motivates pupils and meets health and safety requirements
- Following safe working practices in all your teaching and duty situations
- Supporting the tutorial system as required.

## Key Tasks:

- To be responsible to the Head of Computing and Business for teaching duties.
- To work in accordance with the school's Curriculum Policy Statement and the aims and objectives of the Computing and Business department.
- To teach Computing/ICT throughout Key Stage 3 in addition to Business
- To liaise with other members of the department in the delivery of Business, undertaking a fair and equitable share of the work by helping to develop and prepare teaching materials for use within the department and cross-curricular themes as required.
- To enhance pupils Business experience through extra-curricular activities.
- To maintain records, marking and assessment of pupils' work according to the departmental assessment policy, and Key Stage Four course requirements.
- To monitor progress of students and report to parents in line with school procedures for recording and reporting.
- To set and mark homework as indicated by the department and school homework timetable in accordance with the departmental homework policy.
- To contribute to the organisation of displays of work within the school, and in particular to be responsible for provision of a motivating learning environment in an identified area of the department.
- To attend departmental meetings, general school meetings and parents' meetings as appropriate.
- To be responsible for and follow adopted safe working practice in accordance with the latest Health and Safety regulations.
- To fulfil a role within the tutor system and actively support the work of Heads of Year
- To participate in relevant INSET to enhance teaching effectiveness.

The post-holder will be expected to carry out other tasks/duties as directed by the Headteacher that are commensurate with the responsibilities of a teacher.



# PERSON SPECIFICATION

	Essential	Desirable
<b>Qualifications</b>		
Relevant Degree and Qualified Teacher Status	✓	
<b>Knowledge</b>		
Full working knowledge of the national curriculum for Computing at KS3		✓
Knowledge and experience of teaching GCSE Business Studies	✓	
Knowledge and experience of teaching GCSE Computer Science/ICT		✓
<b>Skills and abilities</b>		
To motivate students	✓	
To work as part of a team	✓	
To use own initiative	✓	
The ability to work under pressure	✓	
The willingness to promote your own subject	✓	
Competence with a variety of Computing/ICT software		✓
Strong ICT skills for teaching and learning	✓	
The ability to strategically intervene when students are underperforming	✓	
A keen interest in learning new technologies for use within the classroom.	✓	
<b>Personal Qualities</b>		
A positive outlook, well motivated, enthusiastic & energetic.	✓	
Commitment to improvement/staff development.	✓	
The desire to succeed.	✓	
Good attendance and punctuality record.	✓	
Commitment to supporting the full life of the school.	✓	
Professional appearance and manner.	✓	
Enhanced Criminal Record check. (School will apply for this on behalf of the successful candidate)	✓	





# MURRAY PARK SCHOOL

OUR MISSION: SUPPORTING STUDENTS IN GAINING A POSITIVE OUTLOOK, SHAPING THEIR FUTURES AND REACHING THEIR FULL POTENTIAL.

“PROUD TO BE HERE”



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