



Teacher of Business

Reporting to:	HoD Business, Economics & Politics
Contract:	Full time but part time will be considered
Start date:	Easter or September 2024
Salary:	MPS/UPS + Outer London Pay (£34,515,- £51,177 FTE)
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.

- 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. 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/ or complete on the TES portal

Tel:	020 8504 3419 x252
Email:	recruitment@tchs.org.uk
Closing date for applications:	17 th March 2024
Interviews take place:	shortly after
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

1. To attend all formal Business Department meetings and any other relevant school meetings
2. To ensure that all schemes of work followed are adhered to and effectively taught
3. To assist in the preparation and marking of assessments at KS4 and KS5 Business as appropriate
4. To assist in the implementation and preparation of all Business schemes of work
5. To ensure that classroom management, preparation, marking and assessment techniques are carried out in accordance with departmental policies and guidelines
6. To assess and monitor progress and development of designated students and to contribute to raising standards of student attainment and achievement.
7. To assist Head of Business and Key Stage coordinators with any necessary administration
8. To fulfil other professional duties as outlined in the Teachers Conditions of Service
9. To ensure that all policies and procedures as outlined in the school and departmental handbooks are adhered to and actively promoted, in particular that work is set for classes missed through absence and that this work is phoned in to the Head of Department.
10. To support the Head of Department in all matters of quality assurance.
11. To liaise fully with staff and parents as necessary with respect to all aspects of their students' progress.
12. 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.
13. To engage actively in the performance management review process.
14. To act as a form tutor and carry out the duties associated with the role as outlined in the generic job description.
15. To assist in the implementation of the behaviour management system in the school so that effective learning takes place.
16. To undertake any reasonable task as directed by the Headmaster or Line Manager.
17. Responsible to the Headmaster, SMT and the Subject leader.
18. To be an outstanding classroom practitioner by consistently planning and delivering outstanding lessons that will allow stimulating and enjoyable learning to take place.
19. Secure strong subject knowledge and keep your teaching skills up to date.
20. Set high expectations which inspire, motivate and challenge pupils.
21. Adapt teaching to respond to the strengths and needs of all pupils.
22. Make accurate and productive use of assessment.
23. Contribute to the development of policies and Schemes of Learning as requested.
24. Ensure that the school's quality assurance procedures are followed.
25. Mark, assess and report on pupils' achievement and maintain accurate records as stated in our school's policies.
26. Maintain an orderly classroom environment including neat storage and learning centred display.
27. Meet deadlines for reports, marking, submission of assignments and assessment data.
28. Prepare pupils for examinations and take part in moderation or standardisation exercises as required by the school or the examination boards.
29. Provide a welcoming environment to visitors and respond within 24 hours to telephone calls and within 7 days to written correspondence.
30. Ensure that all classes are taught according to school policy and examination syllabus regulations are carefully followed at all times.
31. To participate in the programme of after school revision classes according to department requirements.
32. To ensure the effective and efficient deployment of classroom support.
33. To complete reports to parents/carers on students' attainment and progress in line with the school's procedures.
34. To provide students with regular "formative" feedback to help them raise their attainment.
35. Set high expectations for all students and promote the development of student resilience, confidence and intellectual curiosity.





36. Have high expectations of behaviour, and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly.
37. To attend all evenings (where relevant) that are held, to inform parents of school provision, intervention, student progress or pastoral care.

Safeguarding

1. The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The following duties are expected of all staff.
2. Proactively ensuring the effective implementation of Safeguarding and other related policies.
3. To comply fully with all relevant statutory regulations as well as all school policies, Health & Safety regulations etc. communicating effectively with all relevant stakeholders including colleagues, students, parents and outside agencies as appropriate.

CPD

1. Keep up to date with national developments related to your area. To ensure professional development is secured the post holder will be provided 5 school days to arrange their own professional development across the year. Any additional CPD must be approved by the Headmaster and SMT one term in advance.
2. Engage actively in the performance management review process.
3. Remain fully informed and show an awareness of local and national changes in education policy and practice.
4. Offer training that will support the professional development of staff across the school. This training must be mapped out one academic year in advance.
5. Assist curriculum leaders in their pursuit of outstanding practice in their own area.

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.

Qualifications	Essential	Desirable
Educated to degree level in the identified subject	✓	
Qualified Teacher Status	✓	

Telephone: 020 8504 3419



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	✓	



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

