

Sir Henry Floyd Grammar School



**Teacher of Economics and Business
Recruitment Pack**

"Working Together to Inspire, Challenge & Achieve"



Sir Henry Floyd Grammar School

Welcome message from the Headteacher and Headteacher Designate

Thank you for your interest in the vacancy for a teacher of economics and business studies at our school. We are looking to appoint a candidate to continue the very high standards which exist at the moment. The subject is in a very good place but we are ambitious to make further improvements still. We want our students to benefit from an educational experience that is truly world class.

This vacancy arises from the retirement of the current main teacher of economics. We usually have two economics A level classes in each year in the sixth form and one business studies group. At GCSE we usually have two business studies sets. At the moment we do not offer economics at GCSE. The teachers of these subjects fit within our social sciences faculty, which also includes psychology, sociology and history. We run Young Enterprise teams and compete in various national competitions.

This is an exciting if not daunting time to be joining the school. In 2016 we had our first ever "Outstanding" Ofsted judgement, with a grade 1 in each of the five areas of inspection. The inspectors kindly introduced the report by quoting a student who told them "This is the best place in the world". That statement was just a little over the top but the vast majority of our students do seem to love being at Sir Henry Floyd Grammar School.

The post would suit someone who is content to be focused on doing an excellent teaching job and also a candidate who is looking to take some responsibility outside their teaching role. There is a possibility of a TLR payment for someone who hungry to contribute more to the school.

The Ofsted judgement was of course influenced heavily by our trajectory of examination results. Over the past ten years our GCSE results have risen from 45% of entries being graded A or A* to 68% of entries getting results at that level. At A level we have gone from 50% of entries at A* to B to 75%. We have seen an exhilarating rate of improvement. These exam results improvements have been matched by an increase in our popularity – from just 63 first choice, grammar school qualified students in 2008 to 210 and oversubscription in 2018.

We have a wonderfully committed staff team who have worked tirelessly to bring about these huge improvements. Our students are a delight to work with, willing and able to take responsibility and with a really positive attitude to their learning. Our parents are committed and loyal to the school. The successful candidate will have the privilege of working in a very stimulating school community. If that prospect excites you then please complete an application. Either of us will be very happy to answer any questions you may have about the school or the role.

Yours faithfully

Stephen Box
(Headteacher)

Jeanette Cochrane
(Headteacher Designate)



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The school

Buckinghamshire's secondary education system is wholly selective. Almost every child in Year 6 takes an 11+ test in their primary school and many from outside the county boundaries take tests in alternative test centres. The same test is used by all thirteen grammar schools and the whole process is overseen by the Headteachers and administered on our behalf by the Local Education Authority. Our catchment is very wide. Many of our students travel a great distance to school.

The fabric of the school has also seen major improvements in recent years. We have been very successful at bid writing and over the past six years we have been able to spend an average of £800k per year on buildings improvements. In this time, we have built two new classroom blocks – one with eight classrooms and one with ten. Both have included large sixth form study centres. We have also built three dance studios and have made some internal refurbishments as well.

We have a strong reputation in the arts. We believe very much in the power of arts education – all students study art, dance, drama and music throughout Key Stage 3. In dance and music we have competed successfully at a national level. In sport we will usually have one or two teams who are among the best in the county. One of our rugby teams reached the last 16 of the NatWest National Schools Bowl competition this year.

Leadership development is one of our strengths. We look for every opportunity we can find to give responsibility to our students; some sports teams are coached by senior students, some concert items are performed by ensembles arranged by students; we run three Challenge expeditions each year; faculties appoint student ambassadors to lead as role models; our house system is run by student house captains and we have a senior student leadership team.

We are an accredited Cluster for the Institute of Education (at University College London) to run NPQML and NPQSL programmes for our own staff and for those who aspire to leadership at other schools.

Our guiding principles are summed up in the phrase "Working together to inspire, challenge and achieve". All members of our school community support and encourage each other in a very special way. We are constantly inspired by the young people we have the privilege to work with. The challenges they set themselves and the levels of achievement they demonstrate in a vast range of activities is impressive.



Sir Henry Floyd Grammar School

Our Vision

- To inspire and enable individuals to develop their capabilities to the highest possible levels
- To provide learning experiences which are enjoyable, stimulating and challenging
- To provide an educational experience which leads to high standards of achievement, positive personal development and the realisation of the potential to make a significant contribution to society

Our Values

Leading and Learning Together By:

- Having high expectations - academic rigour and challenge
- Working together to learn - mutual respect and responsibility
- Making success the norm - celebration of achievement
- Including everyone - opportunity for all
- Valuing innovation - keeping abreast of changes
- Creating a friendly and inclusive culture - valuing international mindedness and empathy
- Encouraging personal resilience - engendering a diligent and effective work ethic

Our Ambitions

- Excellent standards of achievement for all students
- A sense of reliability, responsibility and respect in all students
- Service to the community
- The development of the personal skills needed for success in the adult world
- Being the grammar school of choice in Aylesbury Vale for Year 7 entry
- Being the first choice provider for post 16 academic education in Aylesbury Vale



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Job Description

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Job Description: Teacher

Main responsibility

Teaching well-prepared, engaging lessons throughout the school, and acting as tutor to a group of students.

Teaching and Learning

- Teach at times and in places designated by the school timetable.
- Teach students using a range of methods and active learning approaches in line with the school's Teaching and Learning Handbook in order to ensure that lessons are stimulating, have pace and challenge, take account of recognised good practice and include appropriate differentiation.
- Be responsible for the learning and progress of each student taught and be accountable to the Subject Leader for the progress that all students make.
- Set homework for each class taught at the times detailed in the published homework timetable for each Year Group.
- Assess the standards of students' achievements through classwork, verbal contributions and the regular setting of homework: where appropriate record these assessments on the school database.
- Write reports on students and contribute to references in line with the school's Assessment policy.

Communication

- Liaise with the appropriate person (Subject Leader, Form Teacher, Year Leader, SENCO etc.) when a student's academic achievement or behaviour becomes a cause for concern. In the latter case following the agreed procedures given in the school's Behaviour Policy.
- Respond to requests for information (for example, updates on behaviour or academic progress) about particular students, as necessary.
- Work with Associate Teachers, Learning Support Assistants and Technicians as necessary to ensure that all students have the best possible opportunity to learn.
- Attend Parents' Consultation Evenings and other meetings set out in the directed time calendar.
- Maintain an accurate register of students in lessons and form tutor times.
- Pass on appropriate information to students from the Student Bulletin and other sources



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Tutoring

- Monitor the overall academic progress of each student in the tutor group.
- Ensure that students are aware of and follow the school's Behaviour Policy, Code of Conduct and Rights for Learning and that students are aware of the behaviour expectations, rewards and sanctions.
- Monitor, regularly, that uniform requirements and standards of students' personal appearance are adhered to, taking appropriate action when necessary.
- Check, regularly, the use of student planners and promote strategies for good personal organisation and homework completion. Receive and initial student absence letters, indicating that the absence should be authorised and then passing these on to reception via the register.
- Be the first point of contact for parents and teachers for matters relating to members of the tutor group.
- Contribute to conducting individual student interviews on review days.
- Attend assemblies as requested (unless a written request has been made to and approved by the Headteacher), escorting and managing the orderly behaviour of students on their way to and during assembly.
- Carry out the duties of a form tutor as laid out in the Staff Handbook.

General duties

- Take part in the school's performance management process.
- To ensure that principles of equality are followed at all times in relationships with staff and students
- To carry out supervisory duties before and after school and at break-time in accordance with the published rota.
- Adhere to all school policies and procedures
- Work towards meeting the school aims and ambitions as set out in the Strategic plan, School Development Plan and Department Development Plan.
- Undertake any reasonable duties related to the job purpose and within the remit of the conditions of service set out in the Schoolteacher's Pay and Conditions document.
- Play an active role in the school's self evaluation process.
- Work within the school's Health and Safety policy and safeguarding Code of Conduct to help create a safe working environment for staff, students and visitors.



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Person Specification Continued

Skills and Knowledge	Essential	Desirable
Strong strategic abilities coupled with a proven ability to translate these into clear, coherent plans	✓	
Sound knowledge and understanding of the wider educational agenda, including current national policies, educational issues and possible changes	✓	
Evidence of personal contribution to the improvement of academic attainment	✓	
First-class communication and interpersonal skills with high levels of emotional intelligence, resilience and self-awareness	✓	
Visionary leadership skills with the ability to win the hearts and minds of colleagues, motivating and empowering all staff to deliver an exciting and compelling vision for Sir Henry Floyd Grammar School		✓
Evidence of bringing about improvement by holding others to account	✓	

Leadership Style and Personal Attributes	Essential	Desirable
Able to operate effectively as a high-profile and visible role model, setting high standards, encourage excellence, and winning the trust, confidence and respect of the whole school community	✓	
High levels of personal integrity and an open, transparent leadership style which is informed by a deeply-held set of personal values	✓	
Strong interpersonal skills and self-awareness	✓	
Proven track record of managing work pressure well showing both resilience and tenacity	✓	
A deep commitment to the values and ethos of Sir Henry Floyd Grammar School, and respect for its history	✓	



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**If you would like further information, or to arrange a school visit,
please contact Jackie Chandler**

Tel: 01296 424781

jchandler@shfgs.co.uk

**All applications are to be sent to
Jackie Chandler no later than
2200 on 9th May**

*We reserve the right to research applicants on social media platforms and the internet,
and the Board of Governors may take this information into
consideration during the recruitment process.*



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