October 2017

Dear Candidate

**Re: Part-time Teacher of Business and Travel & Tourism**

Thank you for your interest in the above post. We are seeking to appoint an enthusiastic Teacher of Business and travel & Tourism.

The school has a strong academic record in both Key Stage 4 and the Sixth Form, we are rightly proud of our achievements to date and have aspirations to further build on these successes. We therefore seek to appoint staff with a passion for teaching, a commitment to young people and the personal drive to continually develop their own practice, skills and knowledge.

The school has a strong commitment to the wider curriculum and seeks to celebrate and encourage students’ personal development through cultural links, sport, the Arts and many enrichment opportunities. We run a successful Duke of Edinburgh Award scheme recognising the value it brings in raising self-esteem, promoting team work and developing leadership skills.

Students at the school are very well behaved, extremely cooperative and very friendly. Both parents and students are overwhelmingly positive about the school, we work hard to develop these relationships and value the way parents engage with us.

We place great value on professional development and expect all staff to commit to one of our professional development pathways as well as participating in departmental and subject based training and development as well.

Imberhorne operates across two sites, KS3 students are taught on the lower school site (Windmill Lane) with KS4 and KS5 students taught at the Imberhorne Lane site. Whilst this creates some logistical challenges for us there are many advantages for our students and the split site is very popular with parents. The school’s many strengths were judged as Outstanding by Ofsted in our last inspection as were all aspects of the Sixth Form, we have attached a copy of this report.

Please also find attached an Application Form and some details about the Department and a job description for this post. Further information such as the school prospectus is available on the school website at [www.imberhorne.co.uk](http://www.imberhorne.co.uk)

The school provides a full induction programme for all staff new to the school.

I hope that we have provided the information you need as you consider your application. Please do not hesitate to contact Conrad Mumby on [cmumby@imberhorne.co.uk](mailto:cmumby@imberhorne.co.uk) if you want to discuss the post further.

Completed application forms should be returned to Mrs Wendy Oliver either by post or by email to [woliver@imberhorne.co.uk](mailto:woliver@imberhorne.co.uk) The deadline for all applications is noon on **Monday 16th October 2017.**

Please note that this post is classified as having substantial access to children, and appointment is subject to an enhanced police check of previous criminal convictions (DBS). Applicants are required, before appointment, to disclose any conviction, caution or binding-over including ‘spent convictions’ under the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar individuals from employment – this will depend upon the nature of the offence(s) and when they occurred.

Yours faithfully



Mr M Brown

**Headteacher**