



Application Pack

Teacher of Business



Role	Teacher of Business
Contract	Full-time
Salary	MPS/UPS A TLR2A may also be available for a leadership role in Social Sciences
Start	September 2025
Closing Date	Wednesday, 26 February 2025 at 10.00am
Interview	Thursday, 6 March 2025



OUR MISSION STATEMENT

**I am the Way
The Truth
And
The Life**

(John 14:6)

At Loreto Grammar School Altrincham, students, staff, parents and Governors form a Catholic community. We aspire to create a caring, structured environment in which teaching and learning and the experience of school

- are characterised by joyful and loving service to others
- challenge each of us to realise our full potential in a spirit of joy and creativity
- encourage the pursuit of excellence
- uphold honesty, justice and mutual respect
- enable us to be questioning, independent learners and “seekers of truth”
- prepare each of us to meet with confidence the challenges of a changing world
- improve and enrich the life of the wider community and enable us to be an example of Christian values in the world as witnesses to God’s Living Kingdom

Our values are centred in God, rooted in gospel values and derive from the vision of Mary Ward.

Love and speak the truth – at all times

(Mary Ward)



OUR SCHOOL AIMS

WE AIM TO BE A PLACE OF LEARNING IN WHICH STUDENTS CAN:

- 1 achieve their full potential, spiritually, intellectually, morally, physically and emotionally
- 2 experience and enjoy success
- 3 gain a positive view of themselves and a courteous appreciation of others
- 4 develop skills, knowledge and understanding to make a constructive contribution to society
- 5 appreciate the benefits of education and its relevance to their place in the outside world
- 6 develop a sense of community
- 7 develop lively and enquiring minds and the ability to think rationally
- 8 appreciate human achievements and aspirations
- 9 understand issues of right and wrong.

THE PARENTS/CARERS OF EACH STUDENT WILL:

- 1 Support the Catholic Ethos of the school and encourage participation in opportunities for faith development
- 2 Ensure the student goes to school regularly, on time, properly equipped and in full correct uniform.
- 3 Inform the school at the beginning of every absence
- 4 Make the school aware of any concerns or problems which might affect her work or behaviour
- 5 Support the student in homework and other opportunities for home learning, including providing a place for study.
- 6 Attend parents' evenings and discussion about the student's progress
- 7 Get to know about the student's life at school
- 8 Use and encourage responsible access to the internet both at home and school

TO ACHIEVE THESE ENDS THE SCHOOL WILL:

- 1 recruit, support and develop teams of effective and committed staff
- 2 take into account and develop individual abilities and talents and acknowledge difficulties



- 3 encourage regular attendance and high personal achievement
- 4 ensure a broad, balanced and coherent curriculum
- 5 provide a supportive pastoral framework which values good behaviour, encourages good relationships and recognises a wide range of experiences both inside and outside the classroom
- 6 work in partnership with parents
- 7 regularly monitor, evaluate and aim to improve.



MRS BEEVER - HEADTEACHER

Dear colleague,

Thank you for expressing an interest in the post of Teacher of Business at Loreto Grammar School. The ability to also teach Economics would be welcomed but is not essential.

This is an exciting opportunity for someone with energy and commitment who will contribute towards a thriving and successful Social and Computer Sciences department with a sustained focus upon innovation and excellence. The post offers you the opportunity to work in a forward-looking and supportive context.

The person appointed will be an effective classroom practitioner with a focus on excellence and the drive to enable the highest standards for our students. Applications are welcome from colleagues at all career stages, from ECT to more experienced candidates. This is a full-time permanent post and will commence in September 2025.

I am seeking to appoint an outstanding colleague who will commit to and support the ethos and values of Loreto Grammar School. The appointee will be expected to teach at all Key Stages and contribute to the wider school curriculum, including extra-curricular provision.

The successful candidate will join a happy and engaged community with 'Outstanding' status in its most recent Ofsted Inspection (September 2022) and Denominational Inspection (March 2019). We are proud to have been named the North West State Secondary School of the Year for 2025.

You will find ample information on the documentation provided and on our website, and I hope it will give you a strong sense of our Loreto identity and inspire you to apply.

I look forward to receiving your application.

With kind regards,

J Beever (Mrs)
Headteacher





OUR SCHOOL

Loreto is a Roman Catholic Grammar School for girls, with Academy status, situated in the popular market town of Altrincham in the borough of Trafford, close to transport links including train and tram stations. The school is heavily oversubscribed, and there are currently 1072 girls on roll. Most of the girls come from Trafford, with others from the neighbouring Authorities of Manchester, Stockport, Cheshire and Warrington.

It is a wonderful school in which to learn and work, a school which is rooted in a rich tradition, whilst at the same time, very forward looking and keen to keep apace of appropriate educational development. We provide an outstanding curriculum, a curriculum which is carefully planned and consistently reviewed to meet the needs of the girls at every Key Stage and one celebrated by Ofsted in September 2022.

We have a dedicated and passionate group of staff who are experts in their individual specialist areas. The hallmark of colleagues at Loreto Grammar School is their willingness to go the extra mile for the girls and their commitment to this community. The extra-curricular life here is extensive. The girls rise to the academic challenge and appreciate the positive relationships with their teachers. They are reflective learners and engage wholeheartedly with the broader aspects of school life in relation to, for example, social justice issues and service to others. We aspire to fulfil the girls in our care in developing them spiritually, academically and physically in a happy, supportive and enthusiastic environment where each is recognised for her intrinsic worth.

The Governing body comprises Loreto Sisters, parents, former parents and staff. They are passionate about this community, committed to it and rigorous in holding us to account. They are fully engaged in School life.





We have a proud history of partnership work. For example, the Loreto Grammar School – Lead partner programme through the Teacher Development Agency and in conjunction with Manchester University. We are a member of the Specialist Schools Trust Leading Edge partnership, a Gifted and Talented network.

Loreto Grammar School is proud to be part of the Loreto Education Trust (LET) and members of a strong International Loreto network. We acknowledge the far-reaching work of the Sisters who are active in their support of the school as Trustees and support education in England through the Loreto English Education network (LEEN). Our work is rooted in the Vision, Values and Philosophy of Education of Loreto schools and the values of sincerity, excellence, truth, freedom, internationality, justice and joy underpin all that we do. We support the work of Loreto International in India and Albania, in particular.

Parental engagement is extremely high and our parents are very active in their support of the work of staff and school and our Parents' Association, the LPA, regularly raise in excess of £12,000 per annum for the school

Our academic results are excellent, and our students achieve consistently at the highest levels, meaning that we feature consistently in The Times 100 schools. In December 2024, we were delighted to be awarded the title of The State Secondary School of the Year in the North West in recognition of this. In 2024, the cohort achieved outstanding results. 87% grades were at A*- B at Advanced Level, 45% of grades were awarded at A* to A and 32% of students achieved 3 or more subjects at grades A*/A. At GCSE, 76.5% of all results were awarded at grades 7 to 9. Our Progress 8 score for 2024 is 1.07.



LORETO GRAMMAR SCHOOL

Sincerity Freedom Justice Truth Joy Excellence Internationality



Our Ofsted Section 5 inspection in September 2022 stated:

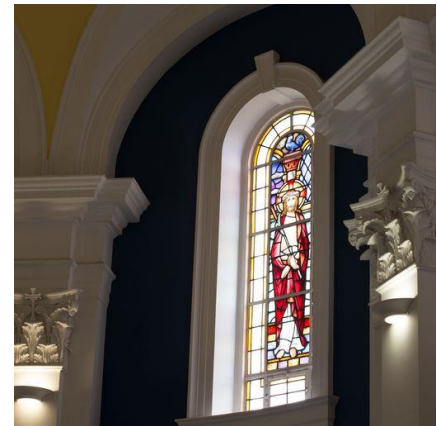
"Loreto Grammar School is an inspirational place to be."



"Enabling pupils to become their very best self is at the heart of leaders' vision at Loreto Grammar School."

Our Denominational Inspection report in of March 2019 notes that:

"Outcomes for pupils, the provision for Catholic Education, leadership and management in the development of the Catholic life of the school are all confirmed by this Inspection as outstanding. The core values of the school are strongly evidenced throughout in terms of practice, aspiration and relationships all in the context of high academic achievement."



In short, Loreto is a welcoming and happy community and an exciting and stimulating professional environment in which to work.





OUR SIXTH FORM

The Sixth Form is integral to school life, whilst students enjoy separate privileges and distinct spaces in School, they play an active and vital part in the school community.

The overwhelming majority of students stay on here post 16, and every year places are offered to a number of applicants from other schools. We have capacity for 285 students in the Sixth Form. We offer a very broad range of A Level subjects and the majority of girls go on to Higher Education, with nearly two-thirds of our cohort pursuing their studies at Russell Group institutions. Students aim high and we support them in a range of competitive applications for vocational, academic and creative undergraduate courses at the top higher education establishments in the UK. Of late, there has been an increasing interest in graduate calibre apprenticeships and school leavers' programmes.

The world in which we live measures success predominantly in terms of examination results. In a grammar school it is important that we challenge the girls to succeed in this domain; nonetheless, central to our core aspirations is the conviction that, in the words of Pope John Paul II "the promotion of the human person is the goal of the Catholic School". We have actively committed a generous proportion of curriculum time to such development through tutor time and our Aletheia programme, encompassing reflection and discussion of the greater questions of life. We believe this to be vital in the increasingly complex and challenging world in which the girls live.

Work experience, volunteering and community service are key elements in the development of students' responsibility and resilience. In normal circumstances, students benefit from work experience placements on a weekly basis as part of the Sixth Form Enrichment programme. Alternatively, students can increase their study skills and independence by working towards the Extended Project Qualification, typically a group of 60 Year 12 students.

Many students take part in the National Citizenship Scheme, and through that we are able to foster links with our community and partner primary schools by volunteering and mentoring. The Duke of Edinburgh programme is also a popular extra-curricular activity. Every year, Sixth





Formers establish teams for the Young Enterprise initiative and they create, produce and market their ideas in partnership with local businesses. This gives them the opportunity to operate in a real business environment.

Our Chaplaincy group is active, leading whole-school projects of social justice and awareness. It is led by Sixth Form students who plan and organise events and represent the school at national events such as the FLAME conference. Every year, a group of our Sixth Formers travel to Lourdes with the diocesan pilgrimage group and 14 have trained as Eucharistic Ministers in School in order to serve both our community and their local parishes. Inspired by their studies and the spirit of justice and freedom, Sixth Form students work to become official Holocaust Memorial Ambassadors. They independently organise and lead events and an annual campaign around Holocaust Memorial Day in January.

Internationality is one of our seven school values and we have a responsibility to instil a global outlook in our young people. Links with our sister schools across the globe are particularly important to our community.

“Students are self-motivated, independent and show a quiet determination to be the best that they can be”

Ofsted, September 2022



THE POST

Job title	Teacher of Business
Line Manager	Head of Social and Computer Sciences
Responsible for	-
Grade/Salary	MPS/UPS A TLR2A may also be available for a leadership role in Social Sciences.
Hours of work	Full-time
Contract	Permanent from September 2025

The appointed colleague will join enthusiastic and successful Social and Computer Sciences department. The department is a cohesive team, with a shared vision to provide the best overall learning experience for all the students in their care and they work hard to ensure this is the case. Collaboration is “the norm”, with expertise being readily shared and colleagues eager to learn from one another. The standards of teaching and learning are very high.

Teaching within the department is outstanding and there is an expectation for challenging and engaging lessons. This is achieved through planning, strong positive relationships with colleagues and students, regular and meaningful assessment and feedback and a calm and unflappable approach in pressurised situations. There is a real emphasis on developing the students’ independent learning skills as well as their intellectual resilience. At both GCSE and A Level, there is a proven track record in both enabling students to achieve at the highest level and also adding value to students across the board. Teachers within the department adhere to the highest professional standards, upholding both the school and departmental policies and procedures.

Social and Computer Sciences is an exceptional department, committed to providing students with support and opportunities outside the classroom and contributing to the academic and extra-curricular life of the whole school. The department supports the School’s mission statement, values and ethos both in the nature of relationships with students, classroom environments and in delivery of the curriculum.



In addition to curriculum roles, all teachers at Loreto have duties as Form Tutors and all contribute to the wide programme of extra-curricular activities.

All teachers at Loreto have access to four well equipped ICT suites. Classrooms have interactive whiteboards and associated PCs, as well as pupil laptops to enhance teaching.

The successful candidate will be a good honours graduate who is an enthusiastic, inspiring and motivated practitioner, with experience of teaching across all Key Stages. He/she will have excellent interpersonal and communication skills and the ability to work in a collegiate and cohesive way under the guidance of the Head of Department. He/she will be willing to improve and share their skills with others in the team.

The Social and Computer Sciences Department is led by Head of Department, Ms Anita Day and comprises 7 members of teaching staff. Business is taught at GCSE and A level. The ability to also teach Economics would be welcomed but is not essential. Typically, there are three classes studying Business in both Years 10 and 11, with strong numbers for Business and Economics at A level. Results in the department are outstanding. Last year, 76% of GCSE Business results were graded 9 – 7 and 100% of A Level Business at grades A* - B.

Some of the recent and ongoing extra-curricular provision within Social Science include: Young Enterprise, visiting speakers, trips to the USA and London, Loreto Grammar School Economics Debating Society, Model United Nations, Teen Tech, Essay competitions as well as collaboration with other local schools.

The department works hard at providing individual advice and guidance for their students as they plan towards their university applications and interviews; we aim to utilise our many links with higher education to ensure students make informed choices and submit strong applications.



SUMMARY OF THE REMUNERATION AND BENEFITS

- A shared vision to provide the best overall learning experience for all the students
- Ample professional development opportunities
- A supportive working environment through the Loreto community and its wider context
- Students who are full engaged and committed learners
- Full-time permanent contract from September 2025
- Salary: MPS/UPS. A TLR2A may also be available for a leadership role in Social Sciences.
- Free on-site parking
- Membership of the Teachers' Pension Scheme
- Located in the popular market town of Altrincham, close to transport links including train and tram stations.



PERSON SPECIFICATION:

The successful candidate would demonstrate the following skills:

Factor	Required	Desired
VALUES	<ul style="list-style-type: none"> • Commitment to the Catholic Ethos and values of Loreto Grammar School • Belief in the ethos of Catholic, selective, single-sex education • Commitment to academic excellence and high standards • Commitment to an inclusive curriculum • Commitment to the School's role in the wider community • Commitment to 11- 18 education • Commitment to the Teachers' Standards • Commitment to safeguarding and promoting the welfare of children and young people. 	<ul style="list-style-type: none"> • Practising Catholic • Experience of Roman Catholic Education • Commitment to Personalised Learning • Commitment to breadth in and beyond the curriculum and to the development of the full potential of all students at all levels
ATTAINMENT	<ul style="list-style-type: none"> • Good Honours Degree or equivalent in relevant subject • Qualified Teacher Status 	<ul style="list-style-type: none"> • Commitment to pursuing further qualification
EXPERIENCE	<ul style="list-style-type: none"> • Evidence of successful classroom practice in a secondary context (including ITT placement) • Knowledge and understanding of current educational thinking 	<ul style="list-style-type: none"> • Experience of teaching students of high ability • Ability to teach at every Key Stage.
TRAINING	<ul style="list-style-type: none"> • Clear sense of responsibility for own Continuing Professional Development (CPD) 	<ul style="list-style-type: none"> • Evidence of recent participation in CPD activities.
HEALTH	<ul style="list-style-type: none"> • Minimal absence record 	<ul style="list-style-type: none"> • Has energy, stamina and resilience.
PERSONAL ATTRIBUTES	<ul style="list-style-type: none"> • Conscientious and self-motivated • Detailed planner • Relates well to colleagues, students and parents • Approachable • A good team player • Uses initiative and takes responsibility • Ability to work under pressure and to challenging deadlines • Confidentiality 	<ul style="list-style-type: none"> • Willing to seek and respond to advice positively • Creative thinker • Flexible



SKILLS / ABILITIES	<ul style="list-style-type: none"> • Ability to organise, plan and prioritise • Excellent time manager • Effective communicator, orally and in writing • Effective inter-personal skills • Well-developed ICT skills, including the ability to apply these in a practical setting. 	<ul style="list-style-type: none"> • Understanding of the importance of data in driving achievement. • Proficient in the Adobe Photoshop package
REFERENCES	<ul style="list-style-type: none"> • Two or three unreserved references • References describe an adaptable, reliable, conscientious and enthusiastic candidate 	<ul style="list-style-type: none"> • References indicate confident, integrity, competence and effectiveness
OTHER	<ul style="list-style-type: none"> • Ability to respond effectively to change • Demonstrates integrity • Passion for the education of young people 	<ul style="list-style-type: none"> • Evidence of personal interests beyond school
SAFEGUARDING	<ul style="list-style-type: none"> • A commitment to safeguarding and promoting the welfare of children and young people. 	<ul style="list-style-type: none"> • Up-to-date portable DBS certificate

All teaching colleagues are expected to undertake the role of Form Tutor. This will be discussed further at interview.

In relation to all the above, the role of Teacher of Business is to promote the aims and ethos of this Catholic Grammar School and lead by personal example. The postholder must exhibit commitment, enthusiasm, ingenuity and high-quality leadership in order to enrich the education of students in the School.



SAFEGUARDING

Loreto Grammar School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS). Successful applicants will be asked to complete and return a 'DBS Application Form' for which ID should be provided at interview stage.

Candidates should be aware that all posts in school involve some degree of responsibility for safeguarding children, although the extent of that responsibility will vary according to the nature of the post.

If you are currently working with children, on either a paid or voluntary basis, your current employer will be asked about disciplinary offences, including disciplinary offences related to children or young persons (whether the disciplinary sanction is current or time expired) and whether you have been the subject of any child protection allegations or concerns and if so the outcome of any enquiry or disciplinary procedure. If you are not currently working with children but have done so in the past, that previous employer will be asked about those issues. Where neither your current nor previous employment has involved working with children, your current employer will still be asked about your suitability to work with children, although s/he may, where appropriate, answer 'not applicable' if your duties have not brought you into contact with children or young persons.

This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind-overs, including those regarded as 'spent', must be declared.



APPLICATION PROCESS

This is a permanent contract to start in September 2025. The following relevant documents are on our website www.loretogrammar.co.uk

- Application pack
- Advert
- Application form
- Recruitment and Selection Procedure – Guidance Notes for Teaching Staff Applicants
- Recruitment Monitoring Form
- Ofsted Inspection Report 2022
- Shrewsbury Diocese Section 48 Report 2019

Please refer firstly to the 'Recruitment and Selection Procedure - Guidance Notes for Teaching Staff Applicants' on the website. Should you decide to apply for the post, please complete the application form and Recruitment Monitoring Form, accompanied by a supporting letter addressed to Mrs Beever, Headteacher. Your letter should not exceed 2 pages of A4 in length but should address:

- The vision, experience, and qualities which you would bring to the post and which you feel are of particular relevance to this post.
- Current relevant curriculum challenges and opportunities.

The closing date is **Wednesday, 26 February 2025 at 10am**

Interviews will take place on **Thursday, 6 March 2025.**

If you have not heard from us by Monday, 3 March 2025, please assume that your application has been unsuccessful on this occasion. Due to the large number of applications we receive for our posts, we are unable to provide feedback on unsuccessful applications. Candidates invited to selection interviews will be offered feedback.



CONTACT US

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