

# St Gabriel's

NEWBURY

## **PART-TIME TEACHER OF BUSINESS STUDIES REQUIRED FROM APRIL 2021**

### **The School**

St Gabriel's is an independent day school founded in 1929 which incorporates Sandleford, our EYFS provision. At present there are approximately 500 pupils in the School. Sandleford Priory dates back to the early Middle Ages and is set in a beautiful Grade 1 listed building within 33 acres of Capability Brown parkland, which provides a gracious setting in which to work. Over the last four years there has been continued investment in facilities, including new science laboratories, refurbishment of the School Theatre, upgrading the ICT infrastructure, and providing floodlights for the netball courts.

St Gabriel's pupils thrive through strong, effective pastoral support; our broad curriculum and range of activities afford each pupil the opportunity to enjoy success according to their particular talents. St Gabriel's is no ordinary school; parents are always impressed by the sense of purpose and enthusiasm of the talented, committed staff and the confidence of the extremely happy pupils. We fuel our pupils' intellectual curiosity and broaden their horizons, developing their confidence and self-belief and ultimately ensuring that they achieve their academic potential.

Our passionate staff deliver inspirational teaching and exceptional pastoral care creating a relaxed and friendly environment for learning. Pupils are provided with the opportunities to develop their confidence, talents and potential, enabling them to achieve high levels of success and readiness for the future.

In the 2019 ISI inspection, the school was rated Excellent in all areas, indicating the balanced excellence that has been created in this forward thinking setting.

Our excellent examination results speak for themselves. At A level, we saw 70% of grades at A\*/A compared to 29.5% nationally. We also saw 95% of entries achieve an A\*-B grade which compared to 56.8% nationally with our pupils going on to study a wide range of subjects at top universities. Our value added at A level was excellent this year and put us in the top 3% of schools nationally. At GCSE, 100% of grades at GCSE level were at 9-4.

### **The Department**

The Part-Time Teacher of Business Studies is responsible to the Principal for the management and development of Business Studies at St Gabriel's, ensuring that each pupil is positively encouraged to develop their potential to the full. It is expected that the Part-Time Teacher of Business Studies will be an exceptional teacher, inspiring their pupils and establishing an ethos of high expectation and enthusiasm for the subject.

They will keep up to date with curriculum development and teaching techniques and will advise the Principal as to recommended improvements, amendments or trends as and when necessary.

All teachers are expected to play a full, but proportionate, part in the life of the school community and support its distinctive ethos and aims ensuring all members of the department and pupils follow this example.

## **Key Tasks**

### **Curriculum, Teaching and Learning**

- To teach GCSE and A level Business Studies (Edexcel) as required by the Principal.
- To liaise with the Coordinator of Individual Needs and ensure that they are fully aware of pupils' learning difficulties and individual learning plans as appropriate.
- To ensure the provision of classroom activities appropriate to each year group and ability range
- To prepare, set and mark homework as appropriate for girls in accordance with the School's Assessment for Learning Policy.
- To prepare, implement and regularly review schemes of work that provide a well-coordinated programme of study that meets the syllabus requirements of GCSE, AS and A2 level as appropriate. Schemes of work should allow girls to make appropriate progress according to their ability and incorporate opportunities to embrace SMSC education whenever appropriate.
- To monitor the quality, quantity, regularity and challenge of all homework.
- To monitor standards of achievement through lesson observation and work scrutiny; ensuring that assessment and marking is regular and informative in accordance with the School's Assessment for Learning Policy.
- To set, mark and analyse internal examinations and tests as necessary.
- To oversee GCSE and A level examination entries with subject staff and the Examinations Officer.
- To contribute to &/or organise activities each term that support the School's Challenge & Extension Programme.
- To manage Business Enterprise and arrange regular extra-curricular activities (such as Business Club), support clubs and workshops that both support teaching and learning and promote further the study and enjoyment of Business Studies at St Gabriel's.

### **Pastoral Care and Welfare of pupils and staff**

Pastoral care at St Gabriel's supports the learning, behaviour and welfare of all our girls. The girls in our care are individuals and we recognise that every girl arrives at the school with potential and must be able to succeed in our environment. Each girl and her parents are therefore entitled to and receive support, which is adapted at every stage of her development according to her needs.

St Gabriel's aims to sustain excellent standards of pastoral care. The School thrives on all staff being courteous to colleagues and providing a welcoming environment to visitors and telephone callers. The school is committed to the ongoing support of existing staff through a variety of INSET on important issues relating to the welfare of children and to the training and support of new staff through its programme of induction.

We promote moral and spiritual values through the quality of relationships between girls and between girls and staff; commitment to the care of others remains paramount to the ethos of the school.

The Part-Time Teacher of Business Studies will therefore:

- Be familiar with the School's Child Protection (Safeguarding) Policy & Safeguarding Guidance and report any concerns to the Designated Safeguarding Lead.
- Have responsibility for the pastoral care of a Tutor Group and contribute to the School's PSHE programme.
- Encourage an ethos of mutual trust and respect between staff and pupils, in an environment that is free from the fear of ridicule, in accordance with the School's Pastoral Policy
- Maintain responsibility for the exemplary behaviour of all pupils and support subject staff with any disciplinary problems within the department, in the first instance, before communicating with the relevant Tutor or Head of School, should the need arise.
- Ensure the safety of pupils and staff within the department, on extra-curricular visits and be responsible for the operation of Health and Safety requirements according to School Policy.

**Salary**

St Gabriel's has its own generous salary scales and the DfEE Superannuation Scheme applies.

**Method of Application**

Please apply by completing the Confidential Application Form and returning it to Mr Ricki Smith, Principal, St Gabriel's, Sandford Priory, Newbury, Berkshire RG20 9BD by 22 January 2021. Interviews to take place week commencing 25 January 2021.

The post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the school's Child Protection (Safeguarding) Policy & Safeguarding Guidance at all times. If, in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the school, s/he must report any concerns to the school's Designed Safeguarding Lead or to the Principal.