



ST MARY'S CALNE

Teacher of Economics

Part-time 0.3 FTE, Fixed-term, September 2019 to July 2020

A recognised leader in the field of girls' independent boarding education, St Mary's Calne has approximately 365 girls aged 11-18, including 120+ girls in the Sixth Form. Results in public examinations are consistently excellent, with almost all of the girls going on to university, several each year to Oxbridge, to read a wide variety of subjects. As well as innovative teaching, learning and scholarship, St Mary's offers outstanding pastoral care and a vibrant, warm community.

Due to an increase in uptake at A Level, we are looking for an experienced, enthusiastic and inspirational graduate, with outstanding inter-personal skills, to teach Economics. The successful candidate will be able to teach the A Level curriculum in tandem with another member of staff. This post would be suitable for an NQT.

St Mary's is committed to safeguarding and promoting the welfare of pupils.

Due to the nature of the work involved, the successful applicant will be required to undertake an Enhanced DBS check.



**Headmistress: Dr Felicia Kirk,
BA (University of Maryland), MA and PhD (Brown University)**

THE SCHOOL: ITS ETHOS AND AIMS

St Mary's Calne believes in excellence in all respects. As a school community, we thrive amidst a culture of strong expectations and the education which we provide nurtures and develops the concept of high performance. The principal aim is to develop well-rounded pupils who are equipped to excel as adults.



Whilst the achievement of top quality examination results is a central tenet, since these will be a key passport for the girls in the path to their future careers in the modern world, we seek to encourage everyone (girls and colleagues) to strive for excellence in a wide range of spheres. We aim to inculcate habits for life, enabling the girls to relish the prospect of hard work; to develop and deploy the necessary qualities of perseverance and determination; to learn how to do well; to acquire the belief and self-confidence that they are capable of high performance and success – both in the short term and in the future; to instil a sense of desire and an appreciation that the future, indeed their future, lies within the grasp of their own efforts.

Extra-curricular opportunities beyond the classroom are a vital and integral part of life for girls at St Mary's Calne. They are woven into the timetable during the day, in the evenings and at weekends. We believe that both boarders and day girls benefit from all aspects of the strong boarding ethos of the school.



BENEFITS OF WORKING AT ST MARY'S CALNE

St Mary's Calne offers an academically enriching working environment within the beautiful Wiltshire countryside, with easy transport links to Bristol, Bath and London.

Excellent and tailored continuing professional development within the department and across the school.

Highly motivated girls with lessons taught in small groups.

Competitive salaries and a contributory pension scheme.

Discounted membership of the St Mary's Calne Sports Centre.

Fee remission for daughters educated at St Mary's Calne and for sons and daughters educated at St Margaret's Preparatory School.

Complimentary meals in the Dining Hall during term time.

Free on-site parking.



THE ECONOMICS DEPARTMENT

The aim of the Economics Department is to be at the very pinnacle of UK secondary education. Economics is currently taught by one teacher, but the Department is expanding due to growth in the popularity of the subject.

The success of the Department is built upon a foundation of inspirational teaching and learning, effective questioning, insightful feedback and empowering girls to make a habit of being successful. We strive to help girls to develop a love of Economics by developing a relational understanding of economic ideas, by exploring how those ideas can illuminate everyday life and by using economic insight to propose and evaluate solutions to real-world problems.

Lessons are one hour long and at A Level girls have six lessons per week. There are currently two groups in LVI and one group in UVI, but this will increase to two groups in each of the two year groups from September.

We follow the AQA specification and our results are very good: over the last six years our girls have achieved 22% A*; 60% A*-A; 90% A*-B and 100% A*-C. Our girls are very enthusiastic and engaged and many go on to study Economics at top universities. In recent years we have had girls go on to study PPE at Oxford, Economics at Cambridge and Land Economy at Cambridge, as well as many other highly regarded institutions.

We encourage girls to enter a range of Economics competitions and they are often successful, such as Runner Up in the IEA Essay Competition, Highly Commended in the RES Young Economist of the Year competition and Top 3 in the LSE Economics Society Essay Challenge. Furthermore, the Department runs the Young Enterprise Company Programme, through which LVI girls learn about business by creating their own company. In recent years the girls have won many awards for this, including competing at the National Final in 2017.

The Department is very well resourced with an excellent range of materials, from textbooks to a wide array of subscriptions, library books and online resources.



EXPECTATIONS OF ACADEMIC TEACHING STAFF



Most importantly, we are looking for an enthusiastic, energetic and well-qualified teacher who will inspire his/her pupils and who can engage sympathetically with young people. He/she will: make an active contribution to the department; stretch pupils of all abilities to achieve their potential; encourage pupils to learn by making the subject taught both interesting and accessible; be innovative and dynamic in order to ensure the effective delivery of the curriculum. Our pupils' success in acquiring new abilities, skills and understanding depends crucially upon the quality of teaching which we are able to offer.

St Mary's School has an innovative approach, incorporating Connected Teaching and Learning. This is based around the seven attributes of a St Mary's learner which seeks to encourage the girls to be: Proactive Learners; Inquisitive Learners; Creative Thinkers; Confident Learners; Collaborative Learners; Robust Learners and Reflective Learners. These attributes are interwoven into all areas of school life. Members of the teaching staff are expected to embrace this culture of being at the forefront of girls' education through, amongst other things, attending regular CPD sessions and demonstrating an openness to new ideas.

All members of staff are expected to commit to the boarding ethos of the school which includes supporting the extra-curricular life, as well as taking on the role of a House tutor within a boarding House on one evening a week. This provides a key interface between the specific academic work of the classroom and the broader life of the boarding community.

In particular at St Mary's, we pride ourselves on our focus on the needs of individual girls. This is underpinned by the tutorial system in which all members of the academic staff play a full part, looking after a number of Tutees in different year groups; these tend to be drawn from the particular House in which each member of staff tutors.



TEACHING STAFF ROUTINE DUTIES AND COMMITMENTS

St Mary's School holds all teaching staff to the highest standards in accordance with DfE guidance on teacher standards:

'Teachers make the education of their pupils their first concern, and are accountable for achieving the highest possible standards in work and conduct. Teachers act with honesty and integrity; have strong subject knowledge, keep their knowledge and skills as teachers up to date and are self-critical; forge positive professional relationships; and work with parents in the best interests of their pupils.'

In addition, a full-time member of teaching staff can expect:

- To teach 20 lessons per week; staff are expected to be in school for 28 out of a total 33 lessons so they are available for cover and other duties (this allows staff to have a morning and afternoon off). Part-time staff members are expected to be in school for the same proportion of non-contact time as teaching time.
- To be on the premises to check pigeonholes and daily information boards before the start of school.
- To check email at several points during the day.
- To set and mark work in accordance with Departmental guidance.
- To invigilate, set and mark internal exam papers.
- To prepare girls for public examinations as appropriate.
- To write reports and grade sheets in accordance with the guidance issued by the Director of Teaching and Learning.
- To be a Tutor to a number of girls up to a maximum of 8.
- To take a share in Cover and other duties.
- The equivalent of one day off per week, made up of either one full day or two half days (e.g. one Saturday morning and an afternoon). However, staff should be in school on the first and last day of term, even if this falls on their allocated day off.
- To be a House Tutor with an evening duty once a week.
- Evening, weekend and other duties allocated by the Deputy Head or Senior Mistress.
- To be in school prior to the start and end of terms as required. When arranging holidays and other commitments outside school, staff should avoid the part weeks at the beginnings and ends of terms as CPD frequently takes place at this time. Any request for absence during this time needs to be submitted directly to the Headmistress.
- Cover for absent colleagues as required.
- A salary will be paid at the appropriate point on the St Mary's Pay Scale. For all new members of staff, the first six months of employment is a trial period for both parties. The normal one term's notice to terminate the contract is not applicable until after that period.



All members of staff are expected to have proper regard for the school's safeguarding policy and procedures, including update training. The above applies to part-time teaching staff on a pro-rata basis.



PERSON SPECIFICATION

Essential

- University Graduate in Economics or a related subject
- Excellent communication skills
- Motivation to work with young people
- Good IT skills
- Willingness to participate in the wider life of a boarding school
- The ability to tutor girls and be pastorally aware of their needs
- The ability to use initiative
- The ability to relate effectively with pupils and their parents
- The ability to be flexible and work independently
- The desire to develop professionally on a continuous basis.

Desirable

- Experience of teaching successfully at a high level
- Awareness of the requirements of the AQA A Level specification
- Qualified Teacher Status



FURTHER DETAILS AND HOW TO APPLY

Further information about the school may be viewed on the website: www.stmaryscalne.org

An application form may be downloaded from the website or can be sent on request. Please contact:

Mrs Karen Turner
St Mary's School
Calne
Wiltshire SN11 0DF

Email: teacher.recruitment@stmaryscalne.org

Tel: 01249 857 338

A fully completed application form, together with a covering letter, should be sent by email to:
teacher.recruitment@stmaryscalne.org

Email is very much our preferred method of receiving applications and receipt of an application will be acknowledged as soon as possible.

Closing date for applications: Tuesday 30th April 2019
Proposed interview date: Wednesday 8th May 2019

All members of staff are expected to have proper regard for the school's safeguarding policy and procedures, including up-to-date training. Extracts from the school's policy are on the following page.

EXTRACT FROM ST MARY'S CALNE CHILD PROTECTION POLICY

We are dedicated to safeguarding and promoting the welfare of our boarders and day girls, regardless of age, ability, race, culture, religion, sexuality or background. We follow the child protection procedures set out by the Wiltshire Safeguarding Children Board (currently transitioning to Local Safeguarding Partners) and have regard to statutory guidance issued by the Department for Education *Keeping Children Safe in Education, 2018*. Our policy takes full regard to *Working Together to Safeguard Children 2018 (WT)*, *What to do if you are Worried a Child is Being Abused (2015)* and the *National Minimum Boarding Standards (2015)*.

At St Mary's Calne we have a 'Nominated Governor' to take leadership responsibility for the school's safeguarding arrangements.

What is safeguarding?

Safeguarding can be defined as promoting the health, safety and welfare of all pupils.

Safeguarding is the responsibility of all adults, especially those working or volunteering with children. The school aims to help protect the children in its care by working consistently and appropriately with all relevant agencies to reduce risk and promote the welfare of children.

Staff:

- are advised to maintain an attitude of 'it could happen here' as far as safeguarding is concerned
- should always act in the best interest of the child.

What is child protection?

Child protection is a part of safeguarding and promoting welfare. This refers to the activity which is undertaken to protect specific children who are suffering, or at risk of suffering, significant harm.



St Mary's School, Calne, Wiltshire SN11 0DF

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