



3rd September 2021

Dear Applicant

Subject Leader Business Studies

Thank you for your interest in the above post. This is very exciting time to be joining our community at Ely College and Bishop Laney Sixth Form. You will find lots of information about the specific role within this pack and I would encourage you to look through our website and newsletters to get a real sense of what it is like to be part of Ely College and Bishop Laney Sixth Form.

This is a tremendously exciting time to be joining us. Since Ely College and Bishop Laney Sixth Form joined the CMAT family of schools in 2016 we have been recognised by the Cambridge Evening News Education Awards as the Secondary School of the Year in 2018, in 2019 we were inspected by Ofsted and judged to be Good overall with Outstanding leadership and management. We admitted our largest intake of Year 7 students in 2020 with 270 students joining us; and the confidence that the community has in our excellent pastoral care and quality of teaching means that we will be admitting a further 270 students in September 2021.

In order to meet this growth in our student numbers, we are currently a college of 1,300 and are projected to grow to over 1,600 within the next two years, we are continuing on an ambitious recruitment drive to appoint subject specialists with the values that we feel will be a superb fit with our existing staff.

We have lots to offer you as a potential member of staff at Ely College and Bishop Laney Sixth Form:

- A philosophy of 100% achievement and inclusion
- A commitment to ensuring that wellbeing underpins all our strategic decisions. We want all of our staff and students to enjoy being part of Ely College and believe that people who have the care and support of their colleagues, who feel valued and play key roles in delivering the success of the college will enjoy coming to work each day and thrive in this environment
- A commitment to extending the boundaries of learning enabling all young people to become well-rounded individuals
- A purposeful and caring learning environment, where every individual is known, valued and supported
- Well-motivated and engaged students and ambitious, dedicated and professional staff
- A commitment to leadership, innovation, staff progression - we are passionate about retaining good teachers - and partnership working, as part of our family of schools
- An induction programme for all new staff
- Weekly training sessions and staff meetings to ensure effective communication
- Employee Assistance Programme to help support you in everyday life as well as career decisions
- Ample on-site car parking in a city location
- As a member of the CMAT Trust, there is potential to be promoted and/or work across several schools in a close geographical area.

You will find information about the job role and the subject team within this pack – it is important to share this with you as we are rightly proud of the staff who work here and you will be joining a supportive and enthusiastic team. If you have any questions about the role or the experience of working here, then please do not hesitate to contact me. The best way of doing this is to email my PA Mrs Saddington on bsaddington@elycollege.co.uk and I will get back in touch as soon as possible.

If you wish to apply for the role then please do so by completing the application form and submitting via the TES portal. We would also like a letter of application of no more than two sides. It would be very useful to know how your experiences so far equip you for the role and how you feel you could contribute to our community. I have specifically set out some cultural expectations that are important to us so these should also be addressed in your letter.

Your letter should be submitted to Mrs Victoria Cutforth, our Senior HR Advisor on vcutforth@elycollege.co.uk by 20th September 2021. We understand that it takes a great deal of time to apply for a change in role or college so we will acknowledge the receipt of all applications as soon as we pick them up and will notify you whether or not you have been shortlisted for interview. We plan to hold interviews for this role on or shortly after the 27th September.

Should you be shortlisted for interview we will provide a full outline of the day and the process and will set out the documents that we need in order to meet our safeguarding commitments.

Thank you, in advance, for your time and consideration.

Yours faithfully



Simon Warburton
Principal