



LAUREATE
ACADEMY
LIBERTAS PER CULTUM

Business & Economics A-Level Recruitment Pack



LAUREATE
ACADEMY
LIBERTAS PER CULTUM



Welcome to Future Academies

Dear Applicant,

Thank you for your interest in the position of **A-Level Teacher of Business & Economics** for The Laureate Academy. I am delighted that you are considering applying for a position at our trust.

This is a superb and exciting opportunity for an ambitious, enthusiastic and resilient job title to join the academy to ensure high quality learning takes place and that outstanding attainment and progress are secured at key stage 5.

Laureate Academy is a proud member of Future Academies: A flourishing multi-academy trust, founded with the aim of improving the life chances and raising the aspirations of young people. We offer a rich and stimulating education comprised of a knowledge-rich curriculum, diverse cultural and extracurricular opportunities, and a strong pastoral support system. All children and young people are welcomed in our inclusive community, and all are challenged to be the best they can be.

This ethos is embodied in our Trust values - *Knowledge, Aspiration, and Respect* - and in our motto, *libertas per cultum* ("freedom through education").

Future Academies currently comprises ten schools across London and Hertfordshire. Further information is available on our website [Future Academies - Academies](#).

The Laureate Academy is a flourishing mixed, non-selective secondary school and sixth form based in Hemel Hempstead, Hertfordshire, admitting students from the ages of 11 to 18.

Laureate Academy is passionate about diversity and inclusivity and welcome applications from applicants with skills and experiences to fulfil the requirements of the job description and whose values and qualities reflect those in the person specification. We encourage applications from applicants regardless of any protected characteristic.

If you think you have the skills, experience and attributes we are looking for, we encourage you to apply and very much look forward to meeting you.

If you would like to discuss the role in more detail, please do not hesitate to contact me via email at d.scott@laureate.futureacademies.org

Dawn Scott
HR & Office Manager
Laureate Academy

JOB DESCRIPTION

JOB TITLE:	A-Level Teacher of Business & Economics
HOURS:	1 – 2 days per week
SALARY:	Competitive / DOE
PLACE OF WORK:	Laureate Academy, Warners End Road, Hemel Hempstead, HP1 3DW.
RIGHT TO WORK:	This appointment is subject to verification of the right to work in the UK. Where the successful candidate has worked or been resident overseas in the last five years, such checks and confirmations will be required in accordance with the statutory guidance
STAFF BENEFITS:	<p>Future Academies recognises its employees as the most important asset and critical to its success. To demonstrate this all staff are offered the following benefits:</p> <ul style="list-style-type: none">• A supportive ethos and concern for the well-being of all colleagues.• Excellent CPD opportunities and career progression.• Employer Contributions to Local Government or Teachers Pension Scheme.• Cycle to work scheme.• Employee Assistance Programme.• Eye Care Voucher scheme.• Car Benefit Scheme• Two week October Half term

PROBATION PERIOD: The post holder will be required to complete a 4 month probation period

PURPOSE OF THE ROLE

- To teach on Economics A-Level or other subject qualified to teach within the Academy.
 - To work effectively as a member of the team, liaising with Senior Leadership Team and all colleagues in the Academy.
 - To take an active role in own professional development in relation to all aspects of the role.
-

MAIN RESPONSIBILITIES AND TASKS

PLANNING

- Plan teaching to achieve progression in students' learning through:
 - Identifying clear teaching objectives and content, appropriate to the subject matter and the students being taught, and specifying how these will be taught and assessed
 - Setting tasks for the whole class, individual and group, including homework, which challenges and motivates

- Setting appropriate and demanding expectations for students' learning, motivation and presentation of work
- Setting clear targets for students' learning, building on prior attainment, and ensuring that students are aware of the substance and purpose of what they are asked to do
- Provide clear structures for lessons, and for sequences of lessons, which maintain pace, motivation and challenge students.
- Make effective use of assessment information on students' attainment and progress in the teaching and planning of lessons and sequences of lessons, including SEN and EAL needs.
- Ensure coverage of the relevant examination syllabus and National Curriculum programmes of study.
- Set a good example in terms of professional dress and appearance, punctuality and attendance
- Uphold the school's behaviour policy, uniform regulations, rewards & consequences and code of conduct in a consistent, firm and non-confrontational manner.
- Attend team staff meetings as appropriate, contributing actively whenever possible.

TEACHING AND CLASS MANAGEMENT

- To teach Business & Economics to KS5 classes.
- Ensure the effective teaching of classes and individuals, so that teaching objectives are met and best use is made of available teaching time.
- Establish and maintain a purposeful working atmosphere.
- Set high expectations of students' behaviour through well-focused teaching and consistent application of the Behaviour Policy and other school systems.
- Establish a safe environment, which supports learning and in which students feel secure and confident.
- Use teaching methods which sustain the momentum of students' work and keep all students engaged through:
 - Matching the approaches used to the subject matter and students
 - Clear structure and presentation of content
 - Effective use of resources and time
 - Providing opportunities for students to consolidate their knowledge and skills, both in the classroom and the setting of well-focused homework
- Meet the requirements of the Code of Practice, implement and keep records on individual education plans (IEPs) and report progress and concerns as required.
- Evaluate own teaching critically, including taking responsibility for professional improvements targets and monitoring progress.
- Plan and deliver lessons and other learning activities in accordance with the school's Teaching and Learning Policy, ensuring that lessons are based on clear learning objectives.
- Liaise with other colleagues to deliver units of work in a collaborative way and contribute to the production and preparation of schemes of work (this contribution reflecting the post holder's level of responsibility).
- Work closely with teaching and other support assistants in delivering "personalised learning" whenever reasonably possible.

- Set work for students absent from lessons in line with the school's behaviour and teaching policies.

ASSESSMENT, RECORDING AND REPORTING

- Mark and monitor students' class work and homework as required by subject and school policies.
- Assess and record student progress as required by subject and Pimlico Academy policies, including National Curriculum and other standardised tests, and baseline assessment where relevant.
- Write reports and profiles as required, including the National Record of Achievement.
- Participate in appropriate meetings with colleagues and parents/guardians.

OTHER

- Participate in curriculum, pastoral, administration and organisation meetings.
- Contribute to the work of curriculum and pastoral teams.
- Take responsibility for own professional development and keep up to date with research and development
- Cover for absent colleagues in accordance with school policy.

The Job Description will be subject to periodic review to fit in with the needs of the Trust and provide development opportunities. It is not a comprehensive set of tasks, but sets out the main expectations of the Trust in relation to the potholder's responsibilities and duties at this time

To undertake similar duties, commensurate with the level of the post and at the discretion of the Line Manager, as the Line Manager shall from time-to-time reasonably require.

PERSON SPECIFICATION

	Essential	Desirable
QUALIFICATIONS	<ul style="list-style-type: none"> • Qualified Teacher Status • Good Literacy and Numeracy – GCSE Maths & English or Equivalent • Evidence of on-going professional development and training relevant to the role • Training/Qualifications in Child Protection 	<ul style="list-style-type: none"> • Degree in Business/Economics • First Aid Qualification
KNOWLEDGE, SKILLS AND EXPERIENCE	<ul style="list-style-type: none"> • Experience of successful and innovative teaching in A Level business & economics. • Experience of working in a team and evidence of ability to work effectively with colleagues • Ability to support students in an education environment. • Ability to use schools data systems ie SIMS, CMIS • Ability to communicate effectively and have the confidence and skills to establish rapport with young people • Ability to plan and prioritise own workload, act on own initiative and manage conflicting demands • Able to be a good role model to young people – demonstrate and promote positive values, attitudes and behaviour, and maintain a high standard of professionalism 	<ul style="list-style-type: none"> • Ability to work with data systems and on-line materials , with a good knowledge and understanding of data security • ICT literate with the ability to operate Word, Excel and Outlook • Able to remain calm when under pressure, maintain a good sense of humour and positive attitude
PERSONAL COMPETENCIES AND QUALITIES	<ul style="list-style-type: none"> • Commitment to the safeguarding and promotion of the welfare of all children and young people. • Commitment to equality and Diversity • The ability to remain discrete when privy to confidential information • Excellent punctuality and professional conduct 	
OTHER REQUIREMENTS	<ul style="list-style-type: none"> • Right to Work in the UK • Have a willingness to demonstrate commitment to the Future Academies values and behaviours 	

APPLICATION PROCESS

1. Applying for the role

To apply for the post, please visit our ETeach website to apply on-line [Careers at Future Academies - London, United Kingdom, SW1V 3AT | schoolrecruiter \(eteach.com\)](https://www.eteach.com/schoolrecruiter)

The application form should be accompanied by a personal statement of suitability of no more than two sides of A4. In the application form and personal statement, applicants should demonstrate how they meet the requirements set out in the person specification. Please ensure specific examples are included.

Applications must be received no later than **midday on the 8th January 2024**. Applications after this date will not be considered.

2. Interview Process

The interview process will take place as soon as possible after shortlisted has been completed. The interview will include a formal interview and may include practical tasks related to the knowledge and skills required for the role.

3. Notification & Feedback

Candidates that have taken part in interviews will be notified as soon as possible – please ensure that you have provided day and evening numbers on which you can be reached.

Unsuccessful candidates will be given the opportunity to receive professional feedback.

4. Taking up the post

The successful candidate will take up the post as soon as possible.

5. Additional information

For further information please email HREnquiries@futureacademies.org and a member of the HR team will contact you.

6. Safeguarding

As an educational trust, Future Academies is committed to the safeguarding and promotion of the welfare of all children and young people. Therefore, the Trust expects all members of staff and volunteers to share in this commitment. An 'Enhanced Disclosure and Barring Service' check and a 'Barred List' check is required for this role.