



BUSINESS STUDIES TEACHER

With Economics

SCHOOL INFORMATION

SCHOOL HISTORY

Oakley College opened in 1989 as a nursery school accommodating 30 children. Over the last 30 years we have developed to accommodate 550 students between the ages of 2 and 18. The school is privately owned and fully authorised by NABSS (The National Association of British schools in Spain), the Spanish government. The school continues to develop and grow and in 2018-19 we opened our new Oakley Park, a 5000m² sports, natural and recreational area serving the school community. In January 2020 we opened our new Infant school building, adjacent to the Primary and secondary site.

Oakley College has been recognised as one of the top 100 schools in Spain by the El Mundo newspaper and has been selected for the last 14 years (2011-2025) as one of the top 20 International schools in the Spain.

Visit the school webpage for a window into our learning. www.oakleycollege.com

LOCAL AREA

Oakley College is situated in Tafira, on the outskirts of Las Palmas, capital of the beautiful island of Gran Canaria. The school is 20 minutes from Las Palmas, 20 minutes from the international airport and located in the foothills to the national park and beautiful mountainous areas of Gran Canaria.

The city of Las Palmas has a range of cultural events over the year ranging from cinema, international music, jazz and opera festivals, through to the month long carnival celebrations (<http://www.spain-grancanaria.com/en/whats-on/las-palmas-events.html>).

POSITIVE OUTCOMES AND RESULTS

We believe in developing student's life skills and helping them to be happy, confident learners. Our core values are Respect, Responsibility and Resolving Problems.

Over the last 3 years we have had positive academic results:

A-level pass rate of 100%.

IGCSE pass rate of between 88% and 92%

OUR PHILOSOPHY

We believe that a caring and stimulating environment is essential to the development of children. We aim to provide a high quality educational experience to our students, ensuring a passion for learning and life.

OUR VISION

A confident learning community

OUR MISSION

To provide a high quality British education in a caring family environment

OUR CORE VALUES

Respect, Responsibility and Resolving Problems

CANDIDATE INFORMATION

The ideal candidate would be fully qualified, have native level of English and have a minimum of two years' experience of teaching the National Curriculum or similar curriculum. They will have previous experience teaching GCSE and A-Level Business/media or a similar curriculum.

Oakley provides its teachers with **permanent employment contracts**. Successful applicants will be expected to participate fully in the development of a vibrant, expanding learning community and, through our staff development programme, to further their own skills whilst contributing to our evolving vision for the school's future success. The Oakley College community includes children from more than fifteen nationalities, although the vast majority are local Spanish children. All teaching is done in English (except for languages) and EAL experience is valued.

LEARNING FOCUSED

We pride ourselves on our family atmosphere, positive links with the local community, our strong academic programme, and above all, the committed team of staff who care for and educate our students. We want our students to be happy at school and be an integral part of our confident, learning community.

The school seeks self-motivated professionals who can achieve excellence by positively adapting to an international setting, whilst maintaining the very highest expectations of their students and themselves.

SALARY AND BENEFITS

Salary for the post is in line with the teachers in Spain, terms and conditions document (national guidelines). Teaching **salary 28.000€ gross per year. Estimated Tax (IRPF): 16% plus Social Security tax: 6.35%**

- ✓ The gross salary is paid in Euros, 12 months of the year into the teacher's bank account
- ✓ There is a free three course school meal every day, including a vegetarian option

- ✓ A CPD annual allowance of 200€
- ✓ Free Spanish classes for beginners
- ✓ The school does not charge for the education of teacher's children, over the age of 3.
- ✓ There is free private medical care in the case of work-related injury or illness.
- ✓ Medical cover covers the entire family.
- ✓ The Spanish contract has a probationary period of 11 months.

The school also provides administrative support in meeting the legal requirements for foreigners wishing to live and work in Spain, including:

- ✓ support in obtaining the legal documentation necessary to work in Spain
- ✓ support in registering with your local doctor
- ✓ assistance in opening a bank account and organising Internet and mobile phones.

If you arrive during the summer prior to starting work it is a good idea to bring an EHIC medical cover form with you. You can get this from any post office in the UK.

WORKING CONDITIONS

WORKING YEAR

If the Teacher is employed full time, he/she shall be available for work for **185** days in any year, of which 180 days shall be days on which he/she will be required to teach pupils in addition to carrying out other duties. The 185 days shall be specified by the Principal.

THE TEACHING DAY

There are 35 periods (of 50 minutes) a week in the secondary timetable. Teachers teach 30 periods (25 hours) a week and have 5 periods (of 50 minutes) PPA time.

The teaching day starts at 08.35 in secondary and finishes at 15.45. Staff are required to be in school from 08.30 until 15.50.

SECONDARY TIMETABLE

8.20 on Monday	8.35 -8.50	8.50 - 9.40	9.40 – 10.30	10.30 -11.20	11.20-1 1.35	11.35- 12.25	12.25- 13.10	13.10- 14.10	14.10-1 4.55	14.55-1 5.45	15.45- 15.50
8.30 Tue-Fri	Tutor period	Lesson 1	Lesson 2	Lesson 3	Break	Lesson 4	Lesson 5	Lunch	Lesson 6	Lesson 7	Required in school
Required in school											

HOLIDAYS

The school operates 180 teaching days each year, plus 5 in-service days. There are two months holiday in summer (July & most of August), 2/3 weeks at Christmas, 2 weeks at Easter and 2/3 days mid-term break, plus several Spanish bank holidays.

LIVING AND WORKING IN SPAIN

It is very important that you carry original personal identification such as your passport or TIE all the time while you are in Spain. You may need to show your identification when you pay using a debit/credit card. You must keep all your original car papers in the car, if you have one, all the time.

WORK CONTRACT

In order to work in Spain, a 'TIE' number (a foreigner's identity number), social security number and a contract of employment are needed. The School will help with all paperwork.

SIGNING ON WITH A DOCTOR

You must sign on with a social security doctor as soon as possible after receiving your work contract and social security number. Go to the local health centre and ask for a social security health card, "tarjeta sanitaria". They will assign you a doctor and send the card to your address by post usually within 2 weeks.

SPANISH STATE PENSION

The years of contract at school will count towards a Spanish state pension. The present law says that you will need to contribute for 15 years to access a Spanish pension.

UK PENSION CONTRIBUTIONS

Your salary will not include contributions to the UK state pension scheme or other EU pension schemes, e.g. teachers' pension. It may be possible to keep paying your National Insurance stamp in the UK, please check with your pension provider before leaving the UK.

MEDICAL CARE

Medical care is provided under the Spanish medical system from the start of your contract. Full information in English can be obtained from the Spanish Health Service at

<http://www.msc.es/en/home.htm>

ACCIDENTS AT SCHOOL

The school is insured against work accidents with a private medical company. It has its own clinics, doctors, and ancillary staff, including physiotherapists. They will arrange all the treatment you need. You are entitled to a free medical check-up from this company every year.

MOVING ABROAD

When moving abroad it is important to be fully informed about all aspects relating to tax, pensions, etc. within the UK. For a detailed reference visit the UK website

www.direct.gov.uk/en/index.htm

COST OF LIVING

See the following link for cost of living information in Las Palmas:

The Cost of living index for Spain is on average 25% below UK.

[Las Palmas - cost of living information](http://www.numbeo.com/cost-of-living/city_result.jsp?country=Spain&city=Las+Palmas)

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JOB DESCRIPTION

Job Purpose	To teach students, creating an environment where they want to learn and where they can naturally discover their true passions, taking responsibility for their academic progress and pastoral care.
Line Manager	<ul style="list-style-type: none">• Head of Secondary

<p>Learning and teaching</p>	<ul style="list-style-type: none"> ● To plan, prepare and deliver schemes of work in accordance with school policies. ● To maintain a working knowledge of National Curriculum & other DFE documents. ● To teach Business Studies to KS4+5 and Economics to KS5. ● To maintain records of pupils' progress including all statutory documents required by the UK DFE or the Spanish Ministry of Education. ● To produce reports and grades for pupils as per the school calendar. ● To conduct termly meetings with parents to discuss and explain their child's performance and progress in school. ● To provide and maintain an attractive and stimulating environment in which to foster effective teaching and learning. ● To monitor progress and the effectiveness of class work and to evaluate and modify planning and teaching as necessary
<p>Managing</p>	<ul style="list-style-type: none"> ● To understand and implement: ● Regulations and correct procedures relating to attendance registers ● Emergency and evacuation procedures ● Health and safety policies ● All curriculum policies ● Any other organisational policies or agreed procedures ● To conduct standardised or other tests when required and document pupils' performance ● To attend and participate in weekly staff meetings and also on other occasions as required ● To attend and participate in all training sessions ● To supervise playtimes and lunchtimes when required ● To supervise pupils in assemblies when required ● To liaise with colleagues enabling satisfactory transfers of children within school between schools and hand over to new staff ● To promote the subject(s) within the school and provide enrichment opportunities ● To provide additional activities and opportunities for pupils outside the

	classroom
Pastoral	<ul style="list-style-type: none"> • To be aware of the physical and emotional well-being of pupils and the need to respond to particular situations. • To carry out duties of care as a form tutor and also during non-class times. • To understand and implement all welfare and safeguarding policies. • To liaise with other staff as required e.g. educational psychologist. • To promote and safeguard the welfare of all pupils at school.
Other information	<ul style="list-style-type: none"> • Teachers at Oakley College are required to adhere to DFE Teachers' Standards (published September 21012) • Operate at all times within the stated policies and practices of the school. • Endeavour to give every child the opportunity to reach their potential and meet high expectations. • Contribute to the life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school. • Ensure your own professional development. • Develop appropriate liaison with all teaching and support staff. • Liaise effectively with parents and actively promote their involvement in the life of the school. • Actively lead and develop the subject area as part of the wider, school curriculum
SAFEGUARDING	<ul style="list-style-type: none"> • Safeguarding is everyone's responsibility. Safeguarding is defined as: • Protecting children from maltreatment • Preventing impairment of children's health and development • Ensuring that children grow up in circumstances consistent with the provision of safe and effective care and • Taking action to enable all children to have the best outcomes" (Gov.UK 2014)

PERSON SPECIFICATION

Qualifications			
<i>Essential</i>		<i>Desirable</i>	
Degree or equivalent in relevant subject/area		British educational background	
QTS		International experience	
Fluent English speaker			
EU passport holder			

Knowledge and Experience			
<i>Essential</i>		<i>Desirable</i>	
A clear philosophy on how to teach		Experience or awareness of pastoral responsibility	
Sufficient knowledge to challenge more able pupils		EAL experience	
Strategies to deliver differentiated lessons			
Up to date knowledge of current educational developments.			
Skills and Abilities			
<i>Essential</i>		<i>Desirable</i>	
An understanding of how to use assessment for learning strategies to improve learning.		Ability to adapt and react positively in any given situation	
Ability to motivate pupils and instil a love of learning		Willing and able to offer enrichment or Lunch time clubs	
Good communication skills.			
Personal Qualities			
<i>Essential</i>		<i>Desirable</i>	
Flexible, positive approach when dealing with students		Willingness to engage in local culture and learn basic Spanish	
High moral and ethical values		Creative when approaching challenges	
Good interpersonal skills		Offering solutions rather than obstacles	
Ability to work independently and collaboratively			
Passion for teaching			

WEB LINKS

Oakley College promotional video <https://youtu.be/PHFO6te5ko0>

Oakley College Lipdub <https://www.youtube.com/watch?v=IH-TcrFY1G0>

Top 100 schools in Spain link <http://www.elmundo.es/mejores-colegios.html>

Living in Spain Information for British citizens moving to or living in Spain, including guidance on residency, healthcare and passports.

SAFEGUARDING

Oakley College is committed to our responsibilities for safeguarding and promoting the welfare of children, young people and vulnerable adults as outlined in Working Together to Safeguard Children. We are committed to recruiting candidates who share this commitment to safeguarding, and therefore we apply robust recruitment and selection procedures to ensure that the people selected are right for the job, and that all candidates are appropriately screened prior to appointment.

The following pre-employment checks will be undertaken as applicable:

- References
- Occupational Health pre-employment screening
- DBS check
- Barred list check
- Section 128 check
- Overseas criminal records check
- Identity check • Right to work in Spain
- Evidence of qualifications applicable to the role
- Confirmation of registration with applicable registered body where applicable

All our roles involve working with children and we will therefore take up references prior to interview. You should provide details of referees including your current and previous employers, covering the last 5 years. If you are currently working with children, on either a paid or voluntary basis, your current or previous employer will be asked about disciplinary offences relating to children, including any in which the penalty is time expired. We will also ask if you have been the subject of any child protection concerns and if so, the outcome of any enquiry or disciplinary procedure.

APPLICATION PROCESS AND INTERVIEW PROCEDURE

Please send complete the TES application form and send a recent photo and two professional referees, one of which should be your present Head teacher along with a letter of application, to the school Principal, Donat Morgan at jobs@oakleycollege.com
Successful applicants will be required to obtain an international Safeguarding DBS check known as an ICPC.

Short listed candidates will have an interview online.

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