



Information for Teacher of Business Studies Candidates



Why choose Caxton?

CAXTON COLLEGE is located in Puçol (Valencia), 3 Kilometres from the sea and in ideal climatic surroundings. From the windows of our new purpose built Secondary building you can gaze at the Mediterranean, or the mountains of the Sierra Calderona, all against the backdrop of a bright blue sky...always a nice way to start the working day! And to end the day you can always have a relaxing swim in our indoor heated pool, or burn off some energy in our state of the art gym, all free for Caxton colleagues.



The area is easily accessible with the school being situated 19 kms from the thriving city of Valencia, where you can enjoy traditional Tapas and Flamenco, or visit the world famous futuristic Science Park, containing the world's largest aquarium. Valencia's city centre is only twenty minutes away from the school by train, so whether you choose modern city living or the more traditional local lifestyle, there is a Spanish experience to suit everybody.



Our primary aim is to offer a high quality, modern education which adapts to the new social and technological needs catering for pupils from Playgroup through to the Sixth Form. Our determination to fulfil this aim becomes evident when you see our excellent results at both IGCSE and A Level, with a number of our students being invited to interview at both Oxford and Cambridge Universities.

We are proud of our school and our committed team, and we therefore look for individuals who can bring new ideas, but can also adapt to our own particular school ethos.

Does Caxton College sound like the right place for you?

Our Purpose

Our purpose is to enable our students to become happy, honest and well-rounded individuals who have the virtues, passion and skills to make the world a better place.'

We work on the assumption that every student has something to offer, something to contribute. It is our job to support and help our students to find that contribution. We want Caxton alumni to be citizens of the world, who take responsibility, and who *lead the way*.

Our Vision

At Caxton College we aspire to be recognised for our impact on the personal and professional development of our students. As the gold standard for educational quality. As an institution that works for peace and for a more just, sustainable and caring society'.

Our Core Values

- The values that identify the **Secondary** stage of education focus on a culture of **working** together and **diversity** through:
- A sense of community through the '**One School, One Community**' programme, whose aim is for pupils to accept diversity and multiculturalism in our school community
- The motivation to **celebrate differences and cultural uniqueness** through events for the whole school, such as international food fairs, talent contests or prize giving events.
- The willingness to learn to treat others as we wish to be treated.
- A **feeling of pride** at benefiting from a satisfactory education and at the way in which each member of the community represents the school.
- Recognition of the **personal and academic achievements** of outstanding members of the school community.
- The **mutual respect** required to create a community with strict procedures to protect pupils and whose chief aim is the overall well-being of all members of the school.

Our Teaching Style

Having received an 'Excellent' judgement in our recent inspection, which affirms the high level of teaching and learning at our school, we are looking to recruit outstanding candidates who are inspiring educators passionate in their field of expertise. We expect our teachers to be **dynamic, adaptable, innovative, and prepared to take risks**, particularly in **embracing new developments in technology** in the classroom.

Lessons at Caxton are pupil led, appropriately paced, challenging and engaging. We strive to provide the highest quality of educational experience for our students. To support this vision, our CPD programme encourages reflection, action research and a willingness to continually refine and improve our beliefs and delivery.

The Caxton Working Day

08:45	Staff Arrive
09:15	Registration
09:45	Lesson 1
10:35	Lesson 2
11:25	Morning Break
11:50	Lesson 3
12:40	Lesson 4
13:35	Lunch Break
14:50	Lesson 5
15:40	Lesson 6
16:30	Students Leave
16:45	Staff Leave

The majority of students arrive by bus, so the working day starts a little later.

We run a two week timetable:

Week A

Week B

Lessons are fifty minutes long and have a 5 minute change over time. There are some double lessons in each Key Stage eg PE

Staff are required to attend one break or lunch duty per week.

Staff Teaching Commitment (Two-week Timetable – 30 lessons per week)

Level of Responsibility	Number of Teaching Periods	Number of Preparation/Marking Periods
Main Scale Teacher	45	15
MS Teacher + KS3 Tutor Role	39	21
MS Teacher + KS4 Tutor Role	41	19
MS Teacher + KS5 Tutor Role	43	17
Head of Department	43/41/39	17/19/21
Head of a Core Subject	37	23
Head of Year	35	25

At Caxton College we believe that in order to deliver the best quality education to our students, teachers require the time to plan and mark effectively. For this reason we are generous with our allocation of non-contact time, giving two lessons per day for a main-scale teacher.

We also highly value our Pastoral System and believe that the relationship between tutors and parents is extremely important, so we give tutors extra non-contact time for this purpose.

Our middle managers, both pastoral and academic, are also given extra non-contact time so that they can continue to monitor and develop their area of responsibility.

What benefits does Caxton offer?

- ◆ Permanent contracts.
- ◆ Two months' fully paid holiday in July and August.
- ◆ INSET opportunities throughout the year.
- ◆ A mentor during your first year to help settle you into school life.
- ◆ Free places at school for children over the age of 3 for full time colleagues (excluding lunches) and free enrolment in most extracurricular activities.
- ◆ A full time member of staff dedicated to help finding accommodation, liaising with service companies and helping with official documentation. This starts before you leave home!
- ◆ Two weeks' paid hotel accommodation in Puçol if necessary, while we find colleagues a permanent home.
- ◆ Eligibility for the excellent free state medical care offered in Spain. Help in registering at the local surgery, and a translator to accompany you to appointments when necessary.
- ◆ A school doctor on site once a week, available for free consultations with colleagues and their families.
- ◆ Free private medical care is offered in the case of work related injury or illness.
- ◆ A free three course school meal, including a vegetarian option.
- ◆ Free Spanish classes twice per week.
- ◆ Free use of the heated pool and fitness room. There is a discount for organised classes and the hire of courts or pitches.
- ◆ Availability of most items in the school shop at cost price including uniform, computers and laptops, which can be paid for in instalments.
- ◆ Child care from 8.30 am until the start of lessons, and from the end of lessons at 5 pm until 6 pm.
- ◆ Assistance in opening a bank account and organising direct debits etc. If your salary is paid into Caixa Bank, you benefit from same day clearance of salary, minimal charges for national and international transfers and facilities for bank loans.
- ◆ Free consultations with the school legal and financial advisor.
- ◆ Discounts from various medical specialists and shops for Caxton College colleagues.
- ◆ All teachers are provided with an iPad for work use.



Teacher of Business

The Business Department is committed to high standards of teaching and learning.

We currently have a vacancy for a Teacher of Business within our department and we are looking for a dynamic classroom practitioner to join our existing team.

The majority of our students are second language learners and Business is a hugely popular option subject.

The Department	<p>3 members of staff including the Head of Department and 1 part time member.</p> <p>All staff are allocated an IPAD and all classrooms are equipped with a networked computer and whiteboard and either a BENQ interactive board or an Apple TV and projector.</p> <p>There is a designated office with access to storage and computer facilities, including a printer.</p>
Key Stages Taught	KS4 & 5
Exam Boards	Edexcel
Textbooks	<p>Edexcel IGCSE 9-1 Business –Rob Jones. Pearson</p> <p>Edexcel International AS/A Level Business – Book 1 & 2</p> <ul style="list-style-type: none">- Marketing and People – Unit 1- Managing Business Activities – Unit 2- Business Decision and Strategy—Unit 3- Global Business— Unit 4
Results 2023/24	<p>Business IGCSE, 9-4: 86.36% (9-5 62.12%)</p> <p>Business AS Level, A - E: 92.59%</p> <p>Business A2 Level, A* - E: 100%</p>

Person Specification	
Essential	Desirable
<p>Qualified teacher with good honours degree and Qualified Teacher Status.</p> <p>Excellent subject knowledge and understanding of Business at KS4, and 5 as well as strategies that improve understanding.</p> <p>Secure knowledge and understanding of the knowledge, concepts and skills in teaching Business.</p> <p>Good classroom practitioner with evidence of setting appropriate expectations to advance learning and engage and motivate students.</p> <p>Ability to use appropriately a range of teaching and learning strategies for whole classes, individuals and groups which stimulate, challenge, engage and motivate students.</p> <p>Ability to set clear and appropriate targets, feed back to students and make use of assessment information to promote each student's attainment and progress, and to plan future lessons.</p> <p>Ability to enthuse and motivate learners.</p> <p>The ability to reflect constructively on the effectiveness of a lesson.</p> <p>Ability to use AFL strategies to raise attainment.</p> <p>Effective interpersonal and communication skills. Ability to work as part of a team.</p> <p>Excellent ICT skills and clear ideas about how ICT can improve learning.</p> <p>Efficient time management and organisational skills.</p> <p>Highly professional, motivated and positive individual that ignites a passion for learning in students.</p> <p>Ability to be flexible in one's approach.</p> <p>Commitment to equality of opportunity.</p> <p>Honesty and integrity, individuals who believe in and practise the values that we teach our pupils.</p> <p>Supportive approach which is firm and fair to all students.</p>	<p>Experience of teaching iGCSE/GCSE and A-level and International A level.</p> <p>Experience of teaching KS3 Computer Science.</p> <p>Edexcel Examiner</p> <p>Use of innovative teaching methods.</p> <p>Knowledge of how to give positive and targeted support to students with special educational needs.</p> <p>Experience of using Google suite of applications including Google drive, Google classroom, Slides, Docs, Sheets, imovie, etc.... Tablet technologies, (IPADS) to support educational learning.</p>
<p>Caxton College is committed to safeguarding and promoting the welfare of children and expects its staff to share this commitment. Successful applicants will be expected to undergo all appropriate preemployment checks including checks with past employers to ensure the safeguarding of our pupils</p>	



961 424 500 · caxtoncollege.com