



VACANCY INFORMATION PACK

TEACHER OF BUSINESS
PART TIME OR FULL TIME
JANUARY OR APRIL
2022 START



READING BLUE COAT



INTRODUCTION

Reading Blue Coat is a leading independent day school of 820 pupils; 719 boys aged 11 – 18 and a further 101 girls in the co-educational sixth form which has over 300 pupils.

The School was founded in 1646 by Richard Aldworth, a Master of The Skinners' Company, and a Governor of Christ's Hospital. The School was established near St Mary's Minster Church in Reading and was originally known by its historic name of Aldworth's Hospital. In 1947, Reading Blue Coat School moved to the magnificent estate of Holme Park in the Berkshire village of Sonning, where it remains today.

The ethos of the School derives from its Christian foundation and traditions, fostering care and concern within the community and enabling all pupils to develop their full potential. The School aims to provide a stimulating and friendly atmosphere in which each pupil can realise his or her full intellectual, physical, and creative potential. Pupils are encouraged to be self-reliant and adaptable, and the School intends that they will learn the basis of good citizenship, founded on honesty, fairness and understanding of the needs of others. The curriculum provides a balanced blend of academic and non-academic activities that combine to meet these objectives.

The most recent full ISI Inspection was in November 2019 from which we achieved the highest rating possible in all categories of the inspection.

The School employs more than 170 salaried staff, of whom about 50% are academic. Reflecting the character of our co-educational sixth form, nearly half of our academic staff are female.

FACILITIES

Reading Blue Coat is located four miles from the centre of Reading, in the Thames-side village of Sonning. It is also three miles from Twyford, which will be located on Crossrail, with fast train service across London. Set in 46 acres of land for pupils to enjoy, the facilities are very well maintained, and the School continues to invest in the site to add to an impressive infrastructure of buildings.

Planning permission has been obtained for a new Performing Arts Centre.

ACADEMIC LIFE

The academic curriculum at Reading Blue Coat is based on the principle that all pupils should experience a broad and balanced range of basic subjects and skills. From Year 9 onwards, this range is gradually modified, by elements of choice, enabling both the interests and aptitudes of individual pupils to be reflected. Most lessons are taught initially in classes of mixed ability, although setting occurs in Mathematics in Year 7, in Languages in Year 8, and Science in Year 9. Geology is also a thriving subject, with a new Geology and Psychology Centre supporting the increased levels of interest. In Year 11, all pupils take qualifications in English, Maths and Science (all IGCSE) and a Modern Foreign Language. They also take three GCSEs from a broad range of eleven subjects. All pupils take a GCSE in Religious Studies (full course) in Year 10.



In the Sixth Form pupils can choose from a range of 24 subjects, including subjects most will not have studied before, such as Economics, Politics and Psychology. Enrichment opportunities in the Sixth Form include the Extended Project Qualification (EPQ), and a weekly schedule of visiting speakers. Reading Blue Coat always seeks to stretch and challenge pupils and the School's Learning Support Department ensures that pupils with specific learning needs are supported effectively. The School's Learning Research Group ensures a sustained focus on developing teachers and pedagogical enrichment.

2021 academic results were impressive; the A Level results were amongst Blue Coat's best with 88.9% achieving A*- B and at GCSE 84.4 % gaining A*- A (i.e., Grades 9 to 7).

The majority of Year 13 leavers proceed to degree courses at universities of which approximately 70% go to the Russell Group of universities. Each year 80% of our students attain places at their first choice university, whilst others are successful in securing future learning opportunities in their chosen career.

PASTORAL

Pastoral care, focused on the individual, is at the heart of the School. Reading Blue Coat's pastoral structure is based around the tutorial system, within the framework of the house system. From September 2021, we will increase our houses from four to six: Aldworth, Hall, Malthus, Rich, Norwood and West.

All pupils are part of a tutor group that is overseen by a member of staff who is responsible for their well-being and for personally overseeing the development of their character and intellectual curiosity. At the heart of the School are the values of aspiration, courage, compassion, integrity and service and all activities seek to re-enforce these. The house system enables pupils to take part in activities that foster the development of these ideals through a variety of opportunities that include music, sport, drama, and public speaking.

SPORT

Reading Blue Coat has an enviable reputation, both locally and nationally, for the high quality of its sporting teams. Sport plays a key role in developing every pupil's potential whilst embodying the principles of Respect, Belief, Commitment and Sportsmanship (teamRBCS). Sports are coached to a very high level while providing for, and encouraging those, for whom participation rather than excellence is important.

Major sports are athletics, cricket, football, netball, hockey, rowing, and rugby. The School competes well at local, regional, and even national level. Other sports include climbing, cross country, golf, tennis, swimming, and touch rugby.

Although the emphasis is very much on participation, the School also has much success and currently holds several county titles in hockey, rugby, football, netball, and cricket. We have recent national competition winners in rowing and cross country running, and cricketers, rugby players and netballers who have been selected to international age group teams and gone on to play professionally.



DRAMA AND THE ARTS

Reading Blue Coat has a reputation for drama performances of the highest quality, with an extensive programme of performances throughout the year. The main expressions of artistic undertakings at the School are music, drama, public speaking, and painting. Pupils' endeavours in the arts are highly successful and widely acclaimed, including internationally. Music is at the heart of the School; all boys are auditioned for the choir and many learn a musical instrument. The breadth and depth of musical and dramatic talent at the School is evident in the wide range of plays, concerts, "Swing into Summertime" (an outdoor festival of the arts), and other eclectic events that take place throughout the year.

CO-CURRICULAR

Co-curricular activities are designed to enable pupils to develop practical and social skills such as leadership, enterprise, and communication. As part of the extensive co-curricular programme, Reading Blue Coat offers a number of exciting options from which pupils can choose for their weekly activities session. Activities offered include Combined Cadet Force (all services), Duke of Edinburgh Award Scheme, Young Enterprise, Film Club, Archery, Scuba Diving, Creative Writing and Journalism.

COMMUNITY

Reading Blue Coat pupils are encouraged to be aware of their place in the wider world and to show consideration for all those with whom they come into contact. These principles are based on the ideas handed down by Richard Aldworth who founded the School in 1646.

In recent years the School has greatly enhanced its links with the wider community under what is now called the Aldworth Partnership, an umbrella term for all that might traditionally be considered 'public benefit'. One example is the Sports Leaders programme, through which pupils go into primary schools in Sonning, Caversham and Maidenhead to coach several sports.

Reading Blue Coat's Primary Schools Placement programme also gives pupils the opportunity to assist with tuition in Maths, English, and languages in local primary schools. Through the Community Service programme, pupils also help in residential care homes and assist in local charity shops, while an environmental group undertakes projects in and around Sonning.

Internationally, Reading Blue Coat has a partnership with Ankwanda School in Ghana, which our pupils visit biennially and have helped to build several buildings. We also have a strong relationship with the charity Brass for Africa, and our pupils support their work amongst disadvantaged children and young people in Uganda through music. As the Aldworth Partnership continues to grow, the long term aim is that all Blue Coat pupils have the opportunity to be involved in transformative service projects in the local and wider community at some point in their school career.



Further information is available on the School's website at www.rbc.org.uk

SEE ALSO THE GOOD SCHOOL GUIDE:

<https://www.goodschoolsguide.co.uk/schools/102976/reading-blue-coat-school>

AND MUDDY STILETTOS SCHOOLS REVIEW GUIDE:

<https://berkshire.muddystilettos.co.uk/kids/school-reviews/reading-blue-coat-sonning/>



THE ECONOMICS & BUSINESS DEPARTMENT

The Economics and Business department at Reading Blue Coat is thriving, popular and successful. Benefiting from a strong sense of team work, the department is a happy and rewarding environment to work in.

The subjects are only taught in the Sixth Form and there are currently five teachers in the department teaching the Edexcel A Level syllabus in both subjects. Offered as two of a number of new subjects for students at Sixth Form level, the subjects are increasingly popular and there are currently 160 pupils studying either Business or Economics in the School.

The department is committed to ensuring students of all abilities meet their academic potential. Results in the department are excellent. In 2021, in Economics 100% of students achieved A*-B grades, with 83% of them at A* or A grade level. Business grades were also very good with 100% of students achieving A*-B grades. Economics and Business-related courses at university are often the most popular degree choice with Blue Coat students, with students achieving offers from a variety of excellent universities

Business is taught in the Messer building, with three designated well equipped classrooms and a large, shared office. Students are encouraged to extend their understanding of the subject outside the classroom through supplementary reading, attendance at conferences and relevant subject trips.

The successful candidate will also be expected to contribute to the co-curricular offerings of the department. These currently include Young Enterprise, the ICAEW Base competition, Wharton Global Investment Challenge, and Economics and Business Society. The department also encourages and supports students taking part in various subject related essay competitions.

The department aims to offer exciting, engaging and informative teaching and encourages professional development. Staff are expected to develop their skills via INSET and through sharing good practice within the School and will be encouraged to contribute to the development of schemes of work and teaching and learning in the department.



For an informal telephone conversation about the role, contact Miss Kerry Bayliss, Head of Economics & Business, on **0118 944 1005** or email keb@rbcs.org.uk

LINE MANAGER

Head of Economics & Business

DEPARTMENT

Economics & Business

CONTRACT STATUS

Permanent contract. Commencing 5 January 2022 or 26 April 2022.

SALARY

In accordance with the School Pay Scale for Teachers. Range according to experience from £27,250 (entry level) to £46,730 per annum. Pro-rata for part time staff.

Salary is paid by bank transfer on the 25th of the month, or next working day thereafter, in 12 equal monthly payments throughout the year.

DESCRIPTION OF THE POST:

Efficiently execute such responsibilities as are assigned by the Headmaster or his assignee: this involves teaching duties and non-teaching duties as are reasonably expected with regard to the functions listed under Duties and Particular Duties. Be familiar with and implement all policies and procedures as are set out in the Staff Handbook and other School documentation.

DUTIES:

General Professional Activities:

- To contribute to the development of subject and pastoral teams.
- To put into practice the school policies, including the planning and delivery of the curriculum.
- To contribute to the School's co-curricular programme.
- To plan, prepare and deliver the curriculum in the subjects for which he/she is responsible, including the setting and marking of homework as appropriate.
- To take an active part in curriculum development.
- To accept a measure of administrative responsibility.
- To engage in such supervisory activities as may be reasonably required.
- To be responsible for a group of pupils (tutor group) in all aspects of their development.
- To manage a classroom and form registration room according to school policy.
- To undertake professional development as part of a continuous process of career progress.
- To assist in maintaining discipline throughout the school consistently according to the policy laid down.
- To provide supervisory duties as reasonably requested.
- To attend meetings, parents' evenings, open mornings, entrance examinations and other functions as appropriate.
- To meet all deadlines reasonably required.
- To ensure that personal behaviour, dress, appearance and time keeping is commensurate with the high standards expected of all members of the school community.

MAIN ACTIVITIES ATTRIBUTABLE TO THE PARTICULAR DUTIES:

1. Pupil Organisation and Curriculum Delivery

- To manage the teaching rooms and the pupils in such a way as to provide a suitable learning environment.
- To plan, prepare and deliver appropriate learning experiences making full use of the resources available. All such planning to be based on the agreed and published curriculum policies, schemes of work and other such papers that are provided from time to time.
- To prepare, arrange and lead educational visits as part of the overall planning for the area of learning as may be appropriate.
- To ensure that the work planned is suitably differentiated to meet the needs of all the pupils within the class, and to have high level expectations within the differentiation.
- To bring to the attention of the Headmaster's appointee pupils with perceived Learning Difficulties or Disabilities.
- To display pupils' work in the classroom and around the school clearly and effectively in such a way as to raise awareness and pupil esteem.
- To be prepared to use personal expertise on behalf of any pupil or group of pupils as may be reasonably expected.
- To correct pupils' school and homework in a reasonable time and in accordance with school policy. To prepare and administer tests/examinations and key stage assessments as appropriate.
- To maintain personal and official records of pupils' development and to write reports where appropriate.
- To inspect and initial Student Planners at least once a week.

2. Professional Development

- To attend staff and other meetings, as appropriate.
- To maintain personal professional development by attending such courses/seminars as may be available and appropriate including school-focused INSET.
- To be prepared to join appropriate curriculum working parties.
- To undertake professional self-assessment and appraisal.





3. Administration

- To maintain attendance registers
- To be present at least during the working day (8.30 a.m. - 4.20 p.m.) during term time (not including duties, co-curricular activities, parents' meetings, staff meetings, open mornings, entrance assessments as may be reasonably required) and to inform the School before 8.00 a.m. of unplanned absence.
- To undertake administrative duties as may be mutually agreed.
- To support home-school relationships and to liaise with parents as appropriate.
- To provide assistance in the smooth running of the school as may reasonably be expected.

Additional Duties

- The post holder is responsible for promoting and safeguarding the welfare of pupils at the school.
- The post holder is responsible for using technical and operational knowledge to ensure a safe environment.

Please note that this Job Description is not exhaustive and the employee may be expected to undertake additional duties if required.



TEACHER OF BUSINESS

The person specification focuses on the knowledge, skills, experience, and qualifications required to undertake the role effectively. It is expected that the successful applicant will have and can demonstrate:

| Knowledge and Experience | Essential | Desirable |
|---|-----------|-----------|
| Experience of teaching Business or Economics. | ✓ | |
| Outstanding specialist subject knowledge of the 16-18 curriculum at A Level. | ✓ | |
| Knowledge of the Edexcel 2015 specification in Business. | | ✓ |
| Ability to teach 'A' level Economics as well. | | ✓ |
| Skills and Attributes | Essential | Desirable |
| Self-motivated and highly dedicated. | ✓ | |
| Demonstrates a real passion for teaching and the characteristics of outstanding teaching practice. | ✓ | |
| Able to inspire students in their subject. | ✓ | |
| Excellent communication skills with ability to establish rapport with students, parents and colleagues. | ✓ | |
| Effective in planning and prioritising work load. | ✓ | |
| A willingness to engage in the whole life of the School and an ability to offer skills in some part of the co-curricular programme of the School. | ✓ | |
| Commitment to the ethos of the School and its pastoral approach. | ✓ | |
| Qualifications | Essential | Desirable |
| A good Honours degree relevant to the teaching aspects of the role. | ✓ | |
| Economics or Business degree preferred. | | ✓ |
| A level Economics, Business or Maths preferred. | | ✓ |
| A recognised teaching qualification, such as a PGCE. | | ✓ |
| Applicants will preferably have qualified teacher status, although the School will accept applicants who are on an accredited programme working towards Qualified Teacher Status. | | ✓ |
| Full clean driving licence | | ✓ |

Closing date for applications: 09:00 on Monday 6th December 2021. Interviews will be held during the week of 13th December 2021.

Applications may be submitted by CV or School employment Application Form, which can be downloaded from our website "Vacancies" page www.rbc.org.uk/vacancies/

This should be submitted with your letter of application, by email recruitment@rbc.org.uk If you choose not to submit a completed Application form when you apply, you will be required to complete one if invited to attend an interview.

Contact for questions about the application process should be addressed to Sue Douglas, HR Advisor; Reading Blue Coat School, Holme Park, Sonning Lane, Sonning-on-Thames, RG4 6SU.

For further information about the role, please contact Miss Kerry Bayliss (Head of Economics & Business) at keb@rbc.org.uk



PLACE OF WORK

Reading Blue Coat School, Holme Park,
Sonning Lane, Sonning on Thames,
Berkshire, RG4 6SU.



MEALS

Lunch and refreshments are provided
free by the School.



SPORTS FACILITIES

Free membership of the School
Sports Centre with access
to fully equipped gym and
swimming pool.



EMPLOYEE ASSISTANCE PROGRAMME

Confidential independent support
service available to staff when you
most need it.



WORKING HOURS

Full time, from 08:30 to 16:20, Monday to
Friday, with 60 minute meal break.
We also welcome applications from suitable
candidates who wish to work part time hours.
Additional hours will be required for the
delivery of co-curricular activities; school
events; open evenings; parents' evenings; etc.



PARKING

Free Car parking is
available on site.



LEAVE ENTITLEMENT

School holidays in accordance with the
published School calendar.



CYCLE SCHEME

Tax free Cycle to Work Scheme is
offered by salary sacrifice, enabling
you to purchase a new cycle and
save on income tax.



PROFESSIONAL DEVELOPMENT

Strong commitment to support
professional development,
overseen by Deputy Head (Staff
Development), with a dedicated
people development budget.



PENSION

Membership of the contributory
Teachers Pension Scheme (employee
contribution between 7.4% and
11.7%, dependent on salary; employer
contribution currently 23.68%).



CAR SCHEME

Employee car scheme offered by
salary sacrifice affording large savings
on new cars.



THE BLUE COAT BENEFIT HUB

You can access discounts, rewards, and perks
on thousands of the brands that you love to
shop with including travel; motoring; electronics;
clothing; education; entertainment; restaurants;
health and wellness; beauty and spa; insurance;
sports and outdoors.

DISCOUNTS



Reduction in RBCS school fees for employees'
children offered after 6 months service.



50% reduction for all full time staff
(pro-rated for part time staff).



Fees (from 1 September 2021)
are £6,013 per term.

MEET THE STAFF

All staff, both teaching and support, form part of a qualified and experienced team, which functions at its best in being mutually supportive in a common goal: to provide the best possible education for all Blue Coat pupils.

Relationships between staff and pupils at Blue Coat are often remarked upon by visitors and parents for being warm, relaxed and mutually respectful.

Click on the link to find out more about some of our staff. Can you see yourself as part of the Blue Coat team?

www.rbc.org.uk/the-school/meet-the-staff/



GETTING HERE

BY CAR

We are located in the village of Sonning-on-Thames, just off the A4, between Reading and Twyford.

We are about 15 minutes' drive from Junction 10 of the M4 motorway. From there, take the Reading / Bracknell turnoff at Junction 10 on to the A329M to Reading. At the roundabout by the flyover take the third exit (A4) towards Maidenhead. Follow the dual carriageway over the next roundabout and up the hill. Over the railway bridge, turn left into Sonning Lane. The School is about ½ mile on the left.

BY BUS

The School and village of Sonning is served by local bus services 128 and 129 (operated by Courtney) from Reading to Wokingham.

Also by service 850 (operated by Arriva Bus) from High Wycombe, Marlow,

Henley, Twyford to Reading. Alight at the junction of Sonning Lane and Bath Road, from where it is a short walk.

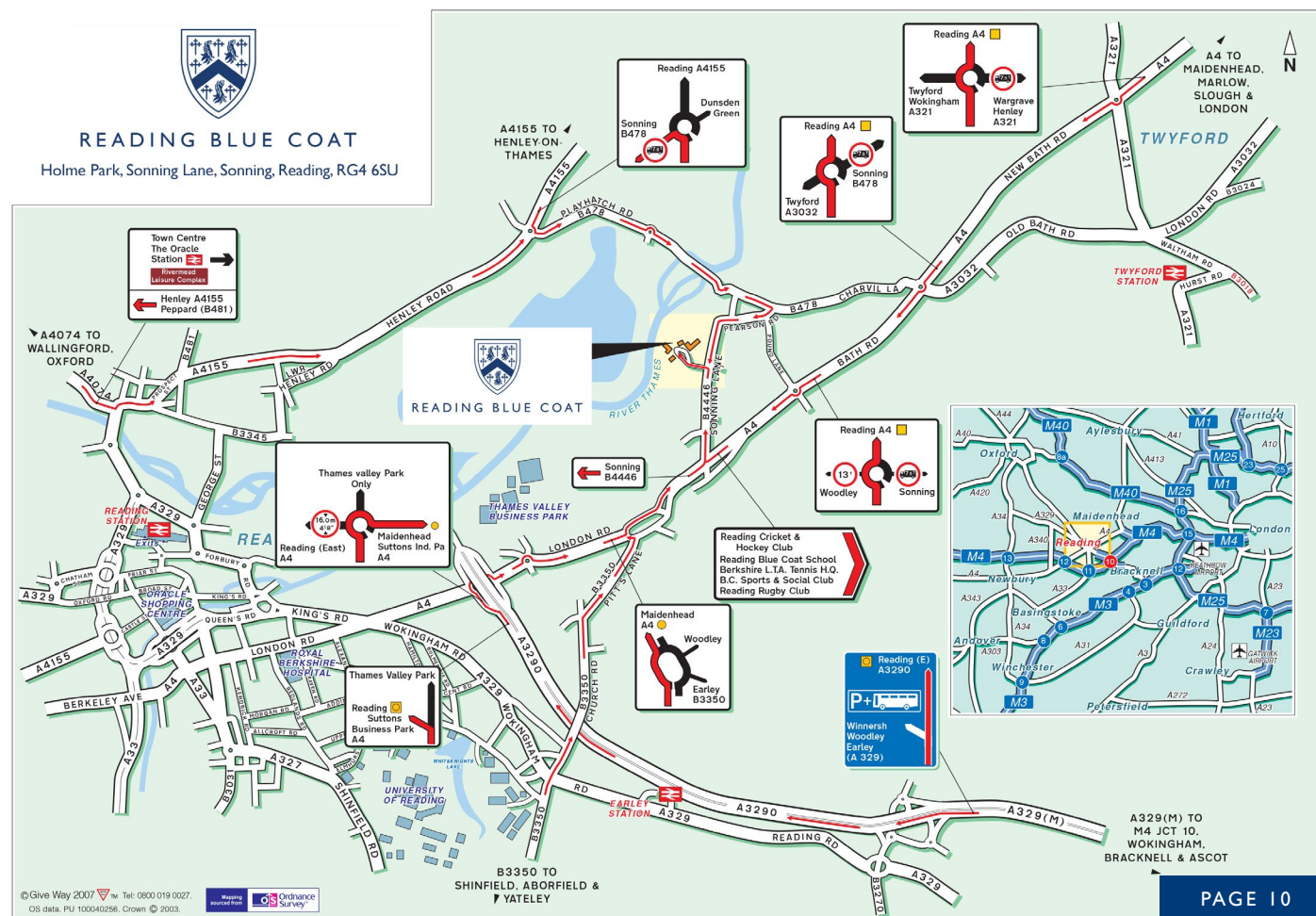
BY TRAIN

Our nearest rail links are at Reading central station (mainline to London, Wales and the West), which is about 5 miles from the School (about 15 minutes by taxi).

We are also served by local stations at Twyford, which is about 3 miles away (about 10 minutes by taxi), and at Earley, which is about 4 miles away (about 15 minutes by taxi).



For information, call Reception: 0118 944 1005



ONE READING BLUE COAT

our community



Holme Park, Sonning Lane, Sonning-on-Thames, Berkshire RG4 6SU

Tel: 0118 944 1005 rbcs.org.uk