



**Teacher of
Business Studies and Enterprise
Permanent – Full Time**

Start date of 1st January 2025



Dear Applicant

Many thanks for expressing an interest in joining Fairfield High School for Girls. Within this pack you will find information about the school, the job vacancy and the application process. This is an exciting opportunity to work in an oversubscribed school and to make a contribution to shaping its future and continue building on its successes.

From 1st January 2025, we require an outstanding and innovative Teacher of Business Studies and Enterprise to join our Art, Design and Technology Faculty, bringing excellent subject knowledge and enthusiasm to the Faculty whilst developing and promoting the Business and Enterprise curriculum area.

We seek someone who will inspire our pupils, nurturing and guiding them to excel in Business and Enterprise and grow as an individual. In our school, Business and Enterprise are both popular subjects where pupils achieve excellent outcomes.

Working within our ADT Faculty, the successful candidate will be dynamic, creative and committed to delivering engaging and challenging lessons, which will inspire pupils to reach or exceed their potential. You will be able to teach Business and Enterprise to pupils of all abilities across KS3 and vocational courses, such as the Cambridge National Certificate in Enterprise and Marketing (level 1 and 2), at KS4. You will also contribute to a highly inclusive and successful extra-curricular programme and help pupils understand the important role that the subject plays in developing successful learners, responsible citizens and confident individuals.

To be successful in this application, you must be able to demonstrate that you can motivate, engage and inspire pupils of all ages and abilities and actively contribute to the high expectations and achievements of the ADT Faculty. Your teaching record should be at least the equivalent of 'good' or better over time.

In your application, please link your skills, knowledge, experience and personal qualities to the requirements of the post, as described in the job description and person specification. We want you to tell us why you are the right person for the job. A TLR opportunity may be available for a suitably qualified and experienced individual – please also address this in your application.

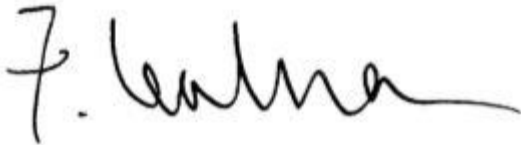
We offer excellent support and CPD, including a powerful, whole school focus on the development of learning and teaching. This is an excellent opportunity for an ambitious person. This post would suit a more experienced colleague; however applicants of all backgrounds are encouraged to apply. If you wish to arrange a visit to the school, or to discuss this teaching role, or any other aspect of the Business and Enterprise curriculum, please contact the Faculty Leader, Mrs Owen, at rowen@fairfieldhighschool.co.uk

Fairfield is a great place to work; teachers are able to teach and pupils make outstanding progress due to our high standards and expectations. However, we acknowledge that there is always room for improvement and we strive to be the very best we can. If you wish to work in such an environment, please give us your serious consideration.

I look forward to receiving your application and thank you in advance for the interest you have shown.

Tours of the school are very welcomed.

Yours sincerely

A handwritten signature in black ink, appearing to read 'F. Lealman', with a long, sweeping horizontal stroke at the end.

Miss Fee Lealman
Headteacher

Our School

As a high performing school, we offer a rich, broad and engaging education for all our young people. Now part of the Stamford Park Trust, Fairfield High School for Girls is a successful single sex school, of just under 1,000 11-16 year olds. Our current examination performance places us consistently as Tameside's highest performing school. Not only do pupils at Fairfield attain much higher success ratios than pupils nationally, they also make excellent progress from their starting points. The school's aim is to get the very best from each pupil; not only through superb teaching and learning but also by encouraging involvement in extra-curricular and community activities.

The school enjoys an enviable reputation within its locality. It is extremely popular and has been significantly oversubscribed in recent years with the school roll growing. It attracts pupils from more than 35 different primary schools within four different local education authorities. We are part of Tameside Local Authority which provides a supportive and professional advisory service.

Our Progress 8 score for 2023 was +0.7 for all pupils and +0.38 for disadvantaged pupils. In 2024, Fairfield pupils achieved an amazing 98 grade 9s or D*. We are delighted that the improvements made in the school have been given public acknowledgement.

Our School's Purpose is...

To inspire pupils to achieve and guide them to be:

- **Successful learners** who enjoy learning, make outstanding progress, achieve outstanding academic results and are ready to meet the challenges of lifelong learning and the world of work;
- **Confident individuals** who are fully engaged in the life of the school and are able to live safe, healthy and fulfilling lives;
- **Responsible citizens** who are able to make a positive contribution to life in Modern Britain and beyond.



Whole-School Priorities 2023/24



successful learners

The knowledge-rich, ambitious curriculum leads to all pupils making outstanding progress in all subjects.



confident individuals

We promote a culture of outstanding personal development within our school and the wider community.



responsible citizens

All pupils have outstanding attitudes and behaviour showing respect, kindness and inclusivity.

Our Vision of Fairfield High School for Girls is...

For the Trustees, Executive Leadership Team, Headteacher, Senior Leadership Team and all staff to work together within a tradition of care and service to promote the highest academic standards for all our pupils. Education at Fairfield High School for Girls is a transformational experience, which is realised through daily personal and academic excellence. We have very high expectations of behaviour and appearance reflecting excellent standards in the classroom and we pride ourselves on achieving outstanding progress for all. Our vision is to ensure that Fairfield pupils are **successful learners, confident individuals and responsible citizens**.

As a truly exceptional forward thinking school with high expectations for all learners through a relentless approach to overcoming barriers to learning and evidenced by high standards of achievement across all ages, regardless of background.

- A learning centred school which strives to nurture and develop the talents of all of its pupils.
- A vibrant, tolerant and aspirational school community characterised by high levels of staff and pupil happiness and mutual respect, underpinned by pride, ambition and a commitment to achievement and enrichment for all.
- A school community where all staff are committed to the 'lifelong learning' ethos running through personalised professional development underpinned by a collaborative coaching culture which promotes and nurtures all staff to sustain excellence and develop further.
- A school that truly works in the community, with the community and for the community.
- A financially efficient school that can provide for itself, think for itself and utilise resources to maximise the best outcomes for all.
- A school that provides a relevant, purposeful and inspiring curriculum for all pupils enabling them to be active citizens in a modern diverse British and global community.

Our School's Values are...

We want everyone working in a caring school where everyone is valued and everyone values relationships. Our emotionally intelligent school community will celebrate individual differences and people will understand how their actions will impact upon, and be perceived by, those they affect. We expect all members of our school community to be the best they can be and help others to be the best that they can be by valuing 'outstanding progress for all'.



Our Staffing

We have a very capable and talented team of staff. The Senior Leadership Team consists of the Headteacher, a Senior Assistant Headteacher and five Assistant Headteachers. The Senior Leadership Team are supported by the Executive Leadership Team, the Headteacher's PA, the Assistant School Business Manager and the Company Secretary. We have circa 65 teaching staff and 45 support staff.

As part of the Stamford Park Trust, the school is also supported by a committed and enthusiastic Trust Board and a Local Governing Body, the members of which have a diverse range of skills and expertise.

We are strongly committed to the development of our staff. We use external courses to support colleagues but also believe firmly in the benefits of internal expertise – sharing through coaching and 'in-house' best practice sessions. We also work with a group of other schools to support teacher training in middle management and excellent classroom practice.

Our Facilities

We are proud that high-quality teaching and learning at Fairfield High School for Girls is supported by both modern and more traditional facilities. Each classroom is equipped with projectors and interactive equipment; there are now around 600 computers for pupil use.

Main features include:

- An open-plan Restaurant
- Science Laboratories and Technology suites
- A multi-purpose assembly hall
- A Sports Hall
- A Conference Centre
- A Multi-Use Games Area (MUGA)
- Community facilities

Our Location

The school is based in Droylsden, mid-way between Manchester and Tameside. It is ideally located within easy access of a network of motorways and major roads. It is within close proximity to several business parks and Manchester city centre.

Housing in the area consists mainly of private property supplemented by some rented accommodation. The majority of our pupils live in Tameside and the surrounding boroughs but we take pupils from other parts of Manchester and also other authorities.

Our Vacancy

- Start Date:** 1st January 2025
- Closing Date:** 9.00am on Monday 21st October 2024
- Grade/Salary:** Classroom Teachers' Pay Scale
A TLR opportunity may be available for a suitably experienced and qualified individual.
- Contract Type:** Permanent – Full-time
- Interview Date:** w/c Monday 21st October 2024 – date to be confirmed.

Application Process

Please download, complete and return the application form by the closing date specified. Candidates are asked to complete all the relevant sections of the application form and to submit a supporting statement, addressing the criteria listed on the person specification. This should be no longer than two sides of A4 paper (minimum font size 10). You may include examples from previous paid, unpaid or voluntary experience.

Prospective candidates are encouraged to submit their applications as soon as possible as the school reserves the right to close the advert should we feel able to appoint an appropriate candidate during the application process.

Please ensure that you provide an up-to-date email address with your application as we contact candidates electronically rather than by post.

The completed application form should be emailed to recruitment@fairfieldhighschool.co.uk

Or posted to:
Recruitment – Admin Department
Fairfield High School for Girls
Fairfield Avenue
Droylsden
Manchester
M43 6AB

Please note that due to the volume of applications we receive, we will only be able to contact candidates who have been selected for interview. If you do not hear from us within two weeks of the closing date, please assume that we will not be calling you for interview on this occasion. For additional information about the school please visit the website www.fairfieldhighschool.co.uk

Background Checks and Safeguarding Pupils

Fairfield High School for Girls is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The position advertised is subject to an Enhanced Disclosure and Barring Service Check, medical clearance, satisfactory references, qualification checks and eligibility to work checks under the Asylum and Immigration Act.

Thank you

Thank you for considering Fairfield High School for Girls and we look forward to receiving your application.

Job Description

Teacher of Business Studies and Enterprise

Permanent – Full-time

Responsible to:

- The Headteacher
- Faculty Leader for Art, Design and Technology

Post Purpose:

- To carry out the professional duties of a school teacher, as circumstances may require, under the reasonable direction of the Headteacher as specified in the current School Teachers' Pay and Conditions Document (STPCD) and Teachers' Standards.
- To monitor and support the overall progress and development of pupils as a Form Tutor.

Working Relationships:

- Headteacher and Senior Leadership Team
- Faculty and Subject Leaders
- Lead Practitioners and KS Coordinators
- Heads of Year/Assistant Heads of Year
- Teachers and Support Staff
- Pupils, Parents and Carers
- External agencies

Working Time:

- Full-time as specified within the STPCD

Teaching:

- To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher.
- Planning and preparing courses and lessons.
- Teaching the pupils assigned to them according to their educational needs, including the setting and marking of work to be carried out by the pupils in school and elsewhere.
- Assessing, recording and reporting on the development, progress and attainment of pupils and in each case having regard to the curriculum for the school.

Other Activities:

- Promoting the general progress and wellbeing of individual pupils and of any class or group of pupils assigned to them.
- Providing guidance and advice to pupils on education and social matters and on their further education and future careers, including information about sources of more expert advice on specific questions, making relevant records and reports.
- Making records of, and reports on, the personal and social needs of pupils.
- Communicating and consulting with the parents/carers of pupils.
- Communicating and collaborating with persons or bodies outside the school.
- Participating in meetings arranged for any of the purposes described above.
- Providing or contributing to verbal and written assessments, reports and references relating to individual pupils and groups of pupils.
- To contribute to the extra-curricular commitment within the Art, Design and Technology Faculty.

Appraisal and Training:

- To actively engage in the Teacher Appraisal process.
- To continue professional development as agreed with the Faculty Leader for Art, Design and Technology and Assistant Headteacher (CPD).
- Reviewing methods of teaching and programmes of work.

Educational Methods:

- Advising and cooperating with the Headteacher, Faculty Leader and other teachers (or any other relevant person) on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements.

Discipline, Health and Safety:

- Maintaining Behaviour for Learning and discipline among the pupils and safeguarding their health, safety and wellbeing when they are authorised to be on school premises and when they are engaged in authorised school activities elsewhere.

Staff Meetings:

- Participating in meetings at the school, which relate to the curriculum for the school or the administration and organisation of the school, including pastoral arrangements.

Cover:

- Supervising and, so far as practicable, teaching any pupils whose teacher is not available to teach them, in line with national agreements.

Public Examinations:

- Participating in arrangements for preparing pupils for public examinations and in assessing pupils for the purposes of such examinations.
- Recording and reporting such assessments.
- Participating in arrangements for pupils' presentation for and supervision during such examinations.

Management of Resources:

- Taking such part as may be required of them in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.
- To assist the Faculty Leader for ADT to identify resource needs and to contribute to the efficient/effective use of physical resources.
- To cooperate with other Faculties to ensure the sharing and effective use of resources to the benefit of the school and the pupils.

Administration:

- Participating in administrative and organisational tasks related to such duties as are described above, including the management or supervision of persons providing support for the teachers in the school and the ordering and allocation of equipment and materials.
- Attending assemblies, registering the attendance of pupils and supervising pupils, whether those duties are to be performed before, during or after school sessions.

Pastoral System:

- To support the overall progress and development of pupils within Business Studies and Enterprise.
- To help monitor pupil attendance together with pupils' progress and performance in relation to targets set for each individual; ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary.
- To act as Form Tutor and carry out the duties associated with the role.
- To assist in the implementation of Behaviour for Learning in the Faculty so that effective learning can take place.

Safeguarding and Equality:

- To have a thorough understanding of up-to-date safeguarding requirements and best practice.
- To demonstrate an understanding and acknowledgement of the individual's responsibility for promoting and safeguarding the welfare of children and young people.
- To demonstrate a commitment to supporting and promoting safeguarding, pupil welfare, equality and diversity.
- To maintain an environment which feels safe and enables pupils to report any concerns or complaints.

School Ethos:

- To fully comply with the school's Policy for Child Protection and Safeguarding (and related policies) to promote and safeguard the wellbeing of all young people at all times.
- To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage and ensure staff and pupils follow this example.
- To promote actively the school's corporate policies.
- To comply with the school's Health and Safety policy and undertake risk assessments as appropriate.
- To proactively promote an atmosphere of mutual support, respect, recognition and celebration of the diversity in our school.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

The school will attempt to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for job applicants with disabilities or continued employment for any employee who develops a disabling condition.

This job description is written at a specific time and is subject to change as the demands of the school and the role develops. The role requires flexibility and adaptability and employees of the school need to be aware that they may be asked to perform tasks and be given responsibilities not detailed in this job description.

Person Specification – Teacher of Business and Enterprise

	Essential	Desirable
Qualifications/Training/Knowledge		
Qualified Teacher Status	✓	
Graduate with accredited teaching qualification (in an appropriate subject)	✓	
Evidence of continuing professional development at a level appropriate to your current post.	✓	
Higher qualification in education and/or management.		✓
A successful record of:		
Classroom experience as a teacher of Business Studies and Enterprise in the 11-16 age range and across the full range of ability.	✓	
High levels, or the potential to achieve high levels, of pupil achievement over time as evidenced by value added, examination results and other performance indicators.	✓	
A wide range of teaching styles and strategies and their use in personalising learning.	✓	
Participation in, and commitment to, extension and extra-curricular activities within the subject areas.	✓	
To be able to teach a second subject with support and CPD training schedule.		✓
Competencies/Abilities		
Promote and safeguard the wellbeing of all young people.	✓	
Improve performance.	✓	
Use assessment data for learning.	✓	
Communicate highly effectively with a wide range of audiences.	✓	
Contribute to improvements of learning and teaching.	✓	
Make most effective use of ICT, including ICT for effective learning and teaching.	✓	
Demonstrate yourself as a role model in terms of hard work, commitment to best practice in learning and teaching, personal presentation and attitude to all members of the school community.	✓	
Achieve high Progress 8 scores with all groups of pupils.	✓	
Support the school ethos of high standards of behaviour for learning.	✓	
Teach Business Studies and Enterprise subjects.	✓	
Teach other related qualifications.		✓
Teach other National Curriculum subjects with support and a CPD training schedule.		✓
Professionally develop other colleagues.		✓
Offer an additional subject.		✓
Personal Qualities		
A growth mind-set and commitment to lifelong learning	✓	
Exemplary attendance and punctuality	✓	
Professional presentation and manner	✓	
Demonstrate impact and presence	✓	
Willingness to take a full part in the life of the school	✓	
A genuine commitment to inclusive comprehensive education.	✓	
Pupil-centred educational principles rooted in a willingness to continuously improve learning and teaching across the school.	✓	
High profile with pupils, parents/carers, staff and other stakeholders.	✓	
An effective team member.	✓	
Ability to motivate, inspire, enthuse and engage learners in the subject areas.	✓	
Be able to initiate ideas, set own targets and meet own and other people's deadlines.	✓	
Strong interpersonal skills with all.	✓	
Well-developed communication and organisational skills.	✓	
Problem solving ability and a solution focused approach to work.	✓	
Willingness to take a full part in the life of the school.	✓	
Demonstrate impact and presence.	✓	

