

SOUTHEND HIGH SCHOOL FOR BOYS



RECRUITMENT PACK
For Teacher of Business



Message from Dr Robin Bevan, Headteacher

Since September 2007, I have been delighted to serve as Headteacher at Southend High School for Boys. Every day is rewarding. I enjoy being a part of this school and helping to shape our future. Please look at our website – it will help give you a sense of our values, offers an insight into the vibrant activity that fills each week.

At Southend High School for Boys, talent is nurtured and learning is valued. Challenge is welcomed, participation is expected and achievement is prized. Pupils are happy, and prosper at the school.

As a grammar school, high academic expectations are central to our purpose, and these are sustained through an extensive programme of support and guidance. Pupils develop their confidence and enthusiasm through a wide range of creative, sporting and other endeavours.

Southend High School for Boys stands on a superb site within walking distance of Prittlewell Station and the centre of Southend. Pupils retain fond memories of their years at the school, and stay in contact for many years.

Our school preserves values and traditions from the past, and prepares pupils through a contemporary curriculum for the world of tomorrow.

"Contemporary traditions: one with future and with past"



Information about the school

Southend High School for Boys (SHSB) is an '*Outstanding*' school (Ofsted 2015), rated as outstanding against every one of the inspection criteria. It is one of four selective schools within the Borough of Southend. The main school, years 7 to 11, is single sex boys whilst the large sixth form is coeducational. It is situated thirty miles from London on the Thames Estuary and is close to main road and rail links from London, and to Chelmsford and Cambridge. SHSB has '*an ethos of excellence in both academic achievement and a wide range of activities [that] permeates all aspects of the school*' (Ofsted 2015). At SHSB talent is nurtured, learning is valued, challenge is welcomed, participation is expected and achievement is prized. SHSB is not only a lively and stimulating institution, but also a welcoming community with an open and friendly approach.

The school priorities professional learning and research. We are regarded as national leaders on employee well-being. Staff retention and attendance rates are exceptional. Our philosophy is to share good practice, encourage creativity and nurture innovation so our pupils benefit from a stimulating learning experience and our staff benefit from collaboration and professional development with like-minded enthusiastic individuals. The school is strongly committed to supporting staff in their educational research. A significant number of our staff have achieved higher degrees during their time with us. We regularly support other colleagues in other schools and have a wide ranging professional development programme.

We were the first secondary school nationally to be accredited for the Challenge Award on three successive occasions. Assessors in the report commented: '*Southend High School lives up to its aim of 'Nurturing and Supporting Young Talents' through offering exciting and stretching opportunities for learning well beyond those offered in many other schools. Pupils make full use of these opportunities, share responsibility with staff for setting and achieving challenging targets for themselves and are proud of their achievements. Challenge is firmly embedded in all aspects of school life*'. We are also pleased to be in receipt of the Sportsmark Award which recognises the excellent provision and opportunities given to our sportsmen. We are proud of the fact that our most able athletes have competed in international competitions, have represented England at World Schools Championships in cross country and athletics and have won over 20 national titles in the last 10 years. Likewise our staff is also committed to healthy living; having designed well-being programmes for staff and organised social events such as cooking classes and relaxation sessions. Members of staff are encouraged to use the sports facilities and as such a number use the gym.

The school offers an extensive range of extra-curricular activities and has an excellent reputation locally for its music, science and drama. All pupils and staff are encouraged to get involved and to follow their interests and share their passions with others; hence, we have activities ranging from the debating society to Warhammer! In the science department there is a thriving Science Society which has well over a hundred members.

The pupils on roll benefit from modern and specialist facilities. In science we have extended a number of laboratories to cater for the increased numbers of students who have opted to follow science courses in the sixth form. Further investment has been made in ICT resources with an upgrade of computer suites as well as all classrooms having interactive whiteboards and/or projectors. A dedicated Maths building was completed in 2011 and 2018 saw the completion of our new Hitchcock building which contains a state-of-the-art library, additional teaching space and pastoral offices. The main school's admission number each year is 180, split into six forms of 30. The present teaching staffing complement is 67 full-time equivalent, with 49 support staff (full and part-time), who support teaching and learning in various capacities. Currently the school operates with 50 one hour periods per fortnight, the school day running from 8.30am -3.30pm.



January 2019

Dear Applicant

Post: Teacher of Business

Thank you very much for viewing this recruitment pack. The school and governing body are committed to providing a high quality service so that every child fulfils his or her potential. We recognise that this can only be achieved through the recruitment and retention of competent, motivated employees who are suited to and fulfilled in the roles they undertake.

The governing body are also committed to equal opportunities and our aim is to ensure that all applicants receive clear and useful information about the post and our school. We hope, therefore, that the following information is of help to you in deciding whether to apply for this post. If you are unclear about any aspect of the application procedure, please do not hesitate to telephone Ms Amanda Lane, HR Manager, on 01702 606208 (or email amanda.lane@shsb.org.uk)

Applications will only be accepted on an application form (lone CV's are not accepted and will not be considered). CV's may be submitted **in addition** to the application form in order to supply additional information. Southend High School for Boys application form is located on our website www.shsb.org.uk

*Please return all completed applications by **midday on Thursday 24th January 2019** to amanda.lane@shsb.org.uk The interview date will be emailed to those shortlisted thereafter.*

Any response will be by email; therefore, please include your contact email address together with an email address for referees where possible.

If you have a disability or long term illness that otherwise prevents you from meeting any of the essential criteria listed in the person specification, please contact us to discuss whether a reasonable adjustment can be made.

Please note that we will not be writing to those applicants who are not shortlisted. Therefore, if you do not hear from us within four weeks of the closing date you should assume that, on this occasion, your application has been unsuccessful.

We wish you all the best with your application.

Yours sincerely

Robin M Bevan
Headteacher



SOUTHEND HIGH SCHOOL FOR BOYS BUSINESS DEPARTMENT

Southend High School for Boys is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

The successful applicant will be subject to a criminal record check via the Disclosure and Barring Service (DBS)

Aims

Our aim is to stimulate interest in the business world and the economy. We wish to enthuse our students through enjoyable interactive activities in the classroom and we are looking for a practitioner who will contribute to the personal development of the individual (particularly in economic awareness and their future career). We aim to promote the very best possible achievement for all pupils, consistent with their individual needs and potential.

Curriculum and Assessment

- 1) At Key Stage 3 there is a one year introduction to Business & Economics offered with a high take up.
- 2) At Key Stage 4 GCSE Business and Economics is offered and proves to be a popular choice with over 90 students.
- 3) Business and Economics at A level is a popular choice. Both subjects follow the AQA specification.

Current Developments

There are several areas of pedagogy that members of the department are investigating, and ideas for best practice are being shared. The use of ICT in the classroom is one of our key development areas.

Students are encouraged to participate in Entrepreneurial activities, ICAEW (BASE competition), IEA conference, Career Ready programme and many more.

Staffing

At present the department has 4 full-time members of staff. We encourage professional development and support for CPD activities is wide ranging.

Accommodation/Resources

The department is mainly based in the Language Centre where we have access to specialised teaching rooms as well as an IT suite.



SOUTHEND HIGH SCHOOL FOR BOYS BUSINESS DEPARTMENT

THE POST

We are seeking, from September 2019, an effective, enthusiastic and inspiring teacher to join a strong department on a permanent basis. This post can be either full time or substantial part time. The offer of a second subject would be advantageous.

The ability to teach A level business is essential.

As a selective school we have an appreciable number of very able students, including several Oxbridge applicants. We are looking for a qualified, energetic and enthusiastic teacher who is able to motivate and challenge *all* our students.

Teaching at Southend High School for Boys is an immensely fulfilling experience where students are readily engaged via creative and challenging lessons.

A completed application form should be returned to the school as soon as possible.

Benefits:

The successful candidate will be eligible for the following benefits upon commencement of employment:

- Auto-enrolment into a contributory pension scheme (TPS for teachers and LGPS for support staff)
- Free on-site parking
- Access to excellent catering facilities when the kitchen is operational in term time
- CPD through internal and external providers
- Salary sacrifice schemes such as Cycle to Work
- Access to Occupational Health
- Eyecare vouchers
- Free use of sports facilities



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JOB DESCRIPTION

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Duties and responsibilities

All teachers are required to carry out the duties of a schoolteacher as set out in the current School Teachers Pay and Conditions document. Teachers should also have due regard to the current Teacher Standards. Teachers' performance will be assessed against the teacher standards as part of the appraisal process as relevant to their role in the school.

Main Teaching purpose at SHSB (in line with the current *School Teachers' Pay and Conditions Document*)

A teacher (other than a head teacher) may be required to undertake the following duties in line with all school policies:

Teaching

- Plan and teach lessons and sequences of lessons to the classes they are assigned to teach within the context of the school's plans, curriculum and schemes of work.
- Promote student learning so that all achieve highly.
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils.
- Participate in arrangements for preparing pupils for external examinations.

Whole school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures in such a way as to support the school's values and vision.
- Work with others on curriculum and/or student development to secure co-ordinated outcomes.
- Supervise and so far as practical teach any students where the normal timetabled teacher to take the class is not able to do so.

Health, safety and discipline

- Promote the safety and well-being of students.
- Maintain good order and discipline among students.

Management of staff and resources

- Direct and supervise support staff assigned to you and where appropriate, other teachers.
- Contribute to the recruitment, selection, appointment and professional development of other teachers and support staff.
- Deploy resources delegated to you.

Professional development

- Take responsibility for the appraisal and review of your own performance, and, where appropriate, that of other teachers and support staff.
- Arrange your own further training and professional development, and, where appropriate, that of other teachers and support staff including induction.

Communication

- Communicate professionally and effectively with students, parents and carers.

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school.

You may be expected to perform duties of a similar or related nature to those outlined in the job description.

This job description, in consultation with you, may be changed by the head teacher to reflect or anticipate changes in the job commensurate with the grade and job title.



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PERSON SPECIFICATION

	Essential	Desirable
Qualifications	<p>Qualified Teacher Status</p> <p>Degree or equivalent</p>	<p>Post graduate study</p> <p>Evidence of further professional development</p>
Experience	<p>Successful teaching experience or teaching practice delivering the National Curriculum in a secondary school</p>	<p>Experience of using ICT in the classroom</p> <p>Experience of A level teaching</p> <p>Contribution to extra-curricular activities</p>
Knowledge	<p>Knowledge of teaching and learning styles and strategies</p> <p>Knowledge of the nature and purpose of a range of assessment strategies</p>	<p>Knowledge of current curriculum issues</p>
Skills & Abilities	<p>An ability to:</p> <ul style="list-style-type: none"> • review, evaluate, plan and lead by example • analyse and make balanced judgements in a variety of situations • encourage a collaborative approach and to work as a member of a team • encourage the best from students and from oneself • foster good relationships with students, parents, and with colleagues • remain calm and positive, even when under pressure • work to deadlines <p>Good inter-personal skills</p>	<p>Ability to encourage the best from one's colleagues</p>
Other Key Qualities	<p>Good record of attendance and punctuality</p> <p>Sense of humour</p> <p>A commitment to the values of the school, in particular, a commitment to high-quality teaching and learning</p> <p>An awareness of the issues involved in child protection measures</p>	<p>Willingness to 'go the extra mile' to secure success</p> <p>A commitment to extra-curricular activities</p>

In addition to a candidates' ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children including:

1. Motivation to work with children and young people;
2. Ability to form and maintain appropriate relationships and personal boundaries with children and young people;
3. Emotional resilience in working with challenging behaviours; and,
4. Attitudes to use of authority and maintaining discipline.

Any relevant issues arising from a short listed candidate's references will be taken up at interview.



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OUR LOCATION

Southend High School for Boys is situated in the heart of Southend On Sea, a resort town on the north side of the Thames Estuary in Essex, southeast England, 40 miles east of central London.

Southend is home to the longest leisure pier in the world (at 1.34 miles) and it is serviced by a small train and has a museum at its shore end. The Cliff Lift, a century-old funicular, clings to the hillside and offers coastal views.

Southend originally consisted of a few fishermen's huts and farms at the southern end of the village of Prittlewell. In the 1790s the first building, around what was to become the high street, were completed. In the 19th century Southend's status of a seaside resort grew after a visit from Princess Caroline of Brunswick and Southend Pier was constructed.

