



CANDIDATE INFORMATION PACK

Head of Business Studies & Economics



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Dear Applicant,

Our Vision:

“Be the best you can.” This is what we ask of our pupils and our staff.

At Skinners' we have a particular way of working. We believe that teachers are the experts, and that great teaching is based on our ability to instruct and assess to a very high standard. We are influenced by the work of Rosenshine, Engelmann, Young and Lemov among others. If you are familiar with their work, or are willing to learn, then you will likely enjoy our focus on simple, high leverage strategies to improve learning in the classroom.

We believe in the power of the curriculum and so intentionally have the following at the core of our practice:

- A pragmatic approach to pedagogical practice that reduces teacher workload.
- Teaching powerful knowledge rather than parroting the knowledge of the powerful.
- CPD which is rooted in the best educational research, often with a foundation in cognitive science.

The Academy is on a journey from Good to Great and this has been confirmed by Ofsted in May 2022; “leaders and governors remain focused on doing the right things to improve the school further. They have developed an ambitious and clear long-term plan that outlines how they will reach their vision”. The recruitment of a skilled and enthusiastic **Head of Business Studies & Economics** is crucial to the success of this journey.

About You:

- You can motivate and inspire pupils to build on their current achievements.
- You have excellent interpersonal skills and a commitment to collaborative working.
- You are committed to working in an inner-city school and believe that such schools should provide the best possible environment for academic success and personal development.
- You have an excellent track record of outstanding teaching across Key Stages 3 to 5.
- You are resilient and have a great sense of humour, as you never give up.

About Us:

- Reconfirmed as a ‘Good’ school by Ofsted in May 2022.
- We provide a world class education for boys and girls aged 11-19, in a modern state of the art building that opened in September 2010.
- We provide a welcoming, caring and stimulating environment with excellent teaching facilities.
- We have pupils who strive to maximise their achievement and are fully supported by parents who work with us in partnership.
- We have excellent transport links; 5-minute walk from the bus stop or 7-minute walk from Manor House tube station which serves the Piccadilly Line.
- We have a high-quality teaching staff who are fully committed to supporting pupils’ academic and personal development.
- We offer excellent opportunities for your own professional development.
- We believe qualifications open doors but are only part of the story. All children deserve a full rounded education.

Thank you for your interest in our Academy. I look forward to receiving your application.

Shereka James
Principal of Skinners’ Academy

SKINNERS' ACADEMY HISTORY

Skinners' Academy, a school in the Woodberry Down (North Hackney) community for boys and girls aged 11-19, provides a world class education in a state-of-the-art building. The Academy opened in 2010 and is supported by the Skinners' Company, who is proud of the Academy being at the heart and hub of the local community.

The Academy provides a learning environment that is inspiring, exciting and motivating for every student. Therefore, with your contribution, we will challenge and support their paths to success.

Our "Be the best you can" ethos is applicable to both students and employees.

OUR MISSION

'Be the best you can'

Our Mission:

The Principal and Governors at Skinners' Academy believe that all children will be the best they can by working in active partnership with the Academy to achieve excellence for themselves and the wider community. The Academy will provide the necessary prerequisite skills, knowledge and experiences for children to ensure they have the opportunities to succeed. Not only will our young people be successful and productive citizens, but they will also be a source of influence in the society that they live in, ensuring that they make sustainable and authentic contributions for future generations.

Our Values:

- Be Curious** - We will ask the right questions, learn from others and look for ways to work smarter.
- Be Cooperative** - We will work in partnership with others to achieve our goals.
- Be Determined** - We will see challenges as obstacles that we can overcome. We will not give up.
- Be Kind** - We will be generous with our time and resources; we will show empathy.
- Be Respectful** - We are committed to upholding the values of equality and inclusion. We will not tolerate prejudice in any form.
- Be Outstanding** - Exceptionally good; this is what we strive for 100% of the time.

Our Specialism:

In our commitment to ensuring that our young people are not only prepared for every step of their learning journey but that they also have the agency to influence their future, we believe that Enterprise forms a crucial role in realising this. As an Academy, we will ensure that students understand the skills of Enterprise and that they can use these effectively to carve out their desired futures.

"Enterprise is about motivating young people to learn and excel in their education and to see the relevance of their studies. It is more than the creation of entrepreneurs, it is about a can-do and positive attitude and equipping people with the confidence to develop ambitious career and vocational interests. Enterprise therefore supports the development of a wide range of work and professional skills and capabilities, including resilience, risk taking, creativity and innovation, as well as a self-belief that starting a business is a viable career choice and one of the most exciting and challenging things a person will ever do."

- Lord Young 2014

STAFF REWARDS AND BENEFITS

Annual Season Ticket Loans

Staff members can apply for an annual season ticket loan where the cost of the season ticket is spread over 10 monthly payments, interest free.

Cyclescheme

Skinners' Academy is a registered employer of the Cyclescheme which is the UK's most popular Cycle to Work benefit, providing staff members with the opportunity to purchase a bike of their choice, tax free. Staff can save 25-39% of the cost of a new bike and accessories whilst also spreading the cost. Payments are deducted via payroll over a term of 12 months.

CycleScheme has also launched the UK's first Cycle to Work scheme for City Bike Hire, which is perfect if you can't have a bike of your own or if you want a multi-modal commute.

City Bike Hire enables staff to save 32-42% on the cost of bike hire membership. Cyclescheme has partnered with Santander and Brompton, with more exciting partnerships coming soon.

Discounted Mortgages for Teachers

Endorsed by the NEU, Teachers Building Society was established specifically to help teachers with smaller deposits buy their very first home. As the only building society dedicated to teacher lending, they not only reserve their best (cheapest) mortgage deals especially for teachers, but they also use their expert understanding of the education industry to make the home buying process as smooth and simple for teachers as possible. Buying a property with someone else? No problem, only one applicant needs to be a teacher.

Electric Car Salary Sacrifice Scheme

Skinners' Academy has partnered with a leading company in the field, WeVee, who provide a scheme designed to save Academy staff money on the cost of a brand new car, whilst simultaneously cleaning up the air in the community and leading to a reduction in the carbon footprint, by helping you switch to electric.

By lowering your Income Tax and National Insurance payments, you can save you up to half your motoring costs and a designated Account Manager is available to provide answers to any bespoke queries you may have.

Employee Assistance Programme

Our Employee Assistance Programme (EAP) is a package of emotional and practical support that provides the following:

- A range of counselling options including telephone, online or face-to-face sessions, and a mindfulness module.
- A dedicated coaching service for line managers, aimed at developing soft skills and building confidence for handling challenging situations.
- Financial, legal and practical support from qualified professionals on a range of personal issues.
- Access to online health and wellbeing resources and a specialist information service.

This free service is confidential and can be used to support staff with any personal or work-related issues that may be affecting their wellbeing.

Gift Vouchers for 100% Attendance

We really value staff commitment to each working day and as a token of this, each term, staff members who have achieved 100% attendance participate in a prize draw, offering them the prospect of winning £100 worth of LOVE2SHOP vouchers which is accepted in over 20,000 stores, restaurants and attractions.

Local Café Discount

One of our local cafés, [Drury Cafe N4](#) kindly offers all Skinners' Academy staff a 15% discount on food and drinks upon presentation of their staff ID card.

They are a casual café and restaurant serving Middle Eastern breakfast, brunch/lunch and dinner with an East London Twist.

London Borough of Hackney School Staff Offers

All employees of London Borough of Hackney schools can register for the borough's savings and discounts scheme where employees can enjoy 100's of offers on big name brands such as BT Broadband and supermarket digital gift cards. Employees can register for free using their school email address and Scheme ID Number.

Pension Scheme Contributions

We pay in a high percentage of monthly contributions for Teaching Staff (Teachers' Pension Scheme) and Support Staff (Local Government Pension Scheme) members enrolled in these pension schemes.

Social Events

The Skinners' Social Committee helps to connect staff during this challenging time by organising lively staff social events to ensure that staff get the opportunity to unwind and enjoy a well-deserved break from work.

Staff Wellbeing

Regular guided mindfulness meditation takes place remotely via the Skinners' Academy All Staff Wellbeing Channel in MS Teams.

Regular Wellbeing Audits occur throughout the year, followed by a Wellbeing Action Plan, giving opportunities for staff, students and parents to suggest strategies that would positively impact wellbeing.

We encourage a culture of celebrating each other. 'Staff Shout Outs' can be sent via a link for members of staff to nominate a colleague they particularly want to celebrate each week.

Techscheme

The Techscheme is powered by Apple and Currys PC World and lets staff members choose from over 5,000 tech products from tablets and televisions, fitness trackers and phones, to games consoles and kitchen appliances. More recently, the home furnishings retailer, Ikea, has also been added as a redemption partner. Staff can spread the cost of purchases from their salary via a salary sacrifice across 12 months and make a National Insurance saving of up to 12%.

JOB DESCRIPTION

Post:	Head of Business Studies & Economics
Grade:	Main Pay Scale / Upper Pay Scale + TLR 1A
Responsible to:	Assistant Principal
Responsible for:	Business Studies & Economics Department

Principal Accountabilities:

- 1) Leading and developing all aspects of the Business Studies & Economics curriculum within the Academy
- 2) Provide high quality leadership of the Business Studies & Economics Department
- 3) Contribute to the leadership capacity of the Academy

Main Activities and Responsibilities

Main duties and responsibilities are indicated here. Other duties at an appropriate level and nature may also be required and will be negotiated.

1. Teaching and Learning

- Teach high-quality and successful lessons to all age groups.
- To be an excellent role model for all staff in all aspects of classroom practice including lesson planning and delivery, homework, assessment and feedback.
- To lead the development of high quality learning and teaching in the department, in particular through coaching and training.
- To monitor progress and attainment across the department and use data to drive improvement.
- To seek ways of sharing good practice and to ensure dialogue about learning and teaching amongst all staff within the department.
- Fulfil the requirements of Academy policies.

2. Curriculum

- To lead the team in the creation and delivery of a rigorous curriculum through long, medium and short term planning that is, challenging and personalised.
- To use research and evidence to make choices about curriculum design.
- To organise and participate in exciting and motivating trips and events that enhance cultural capital and move learning forward.
- To lead and manage the process of curriculum development for the whole department and change, so as to ensure the continued relevance to the needs of students, examining and awarding bodies.
- To keep abreast of national developments in the subject area, teaching practice and methodology.
- To actively monitor and respond to curriculum development and initiatives at national, regional and local levels.

3. Leadership and Management Responsibility

- To work in partnership with the SLT in the cycle of planning, implementation, review and evaluation of the Department Development Plan.
- Be responsible for developing the work of the department, raising the level of attainment and progress in Business Studies & Economics in accordance with Academy targets and expectations.
- Line Manage post holders within the Business Studies & Economics Department.
- Carry out Performance Management of departmental staff
- Monitor the quality of Business Studies & Economics teaching and learning.
- Monitor and Identify underachieving pupils from performance data, and plan for their improvement.
- Fulfil a strategic leadership role as part of the Academy Middle Leadership Group, contributing to developing the Academy and its policies.
- In conjunction with the SLT Line manager ensure staff development needs are identified and appropriate training and support is provided.
- Standards/ Quality Assurance and Additional Responsibilities.
- Adhere at all times to professional business standards of dress, courtesy and efficiency, in line with the ethos and specialism of the Academy.
- Attend and participate in open evenings and pupil performance meetings.
- Uphold the Academy's behaviour code and uniform regulations.
- Participate in staff training and development.
- Attend team and staff meetings.
- Develop links with Governors, LEAs and neighbouring schools/ Academies.

Please note that this list of duties is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the postholder will carry out. They may be required to do other duties appropriate to the level of the role, as directed by the Principal.

Key Organisational Objectives

The Postholder will contribute to the Academy's objectives in service delivery by:

- Following Health and Safety requirements and initiatives as directed.
- Ensuring compliance with Data Protection legislation.
- At all times operating within the school's Equalities policies demonstrating commitment and contribution to improving standards of attainment.
- Adopting client care and quality assurance initiatives.
- Fulfilling the role of Student Personal and/or mentor if required.
- Contributing to the maintenance of a caring and stimulating environment for young people.

Conditions of Service

Governed by the National Agreement on Pay and Conditions of Service, supplemented by local conditions as agreed by the Governing Body.

Special Conditions of Service

Because of the nature of the post, candidates are not entitled to withhold information regarding convictions by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 as amended. Candidates are required to give details of any convictions on their application form and are expected to disclose such information at the appointment interview.

This post allows substantial access to children, candidates are required to comply with Academy procedures in relation to DBS checks. If candidates are successful in their application prior to taking up post, they will be required to give written permission to the Academy to ascertain details from the Disclosure and Barring Service (DBS) regarding any convictions against them and, as appropriate the nature of such convictions.

Equal Opportunities

The postholder will be expected to carry out all duties in the context of and in compliance with the Academy Equalities Policies.

Person Specification

Job Title: Head of Business Studies & Economics

	Essential	Desirable
Qualifications		
Educated to Degree level or equivalent	✓	
Qualified Teacher Status	✓	
Recent and relevant continued professional development	✓	
Experience		
A proven track record of implementing effective strategies to include and meet the needs of all students to raise achievement.	✓	
Ability to use IT effectively.	✓	
High quality Business Studies & Economics teaching to pupils of all abilities.	✓	
Collaborative teaching methods and working with colleagues in the preparation, assessment and monitoring work	✓	
Leadership experience, including managing staff and pupils	✓	
Demonstrable experience of improving student outcomes over the last three years	✓	
High quality outcomes	✓	
Outstanding classroom practitioner	✓	
Skills		
Personal		
Outstanding Geographer	✓	
Proficiency in voice, vocal teaching and/or choir leadership		✓
Highly effective oral and written communication skills	✓	
Must be well organised	✓	
The tenacity to see things through to completion	✓	
Ability to work hard under pressure while maintaining a positive, professional attitude	✓	
Ability to organise and prioritise workload and work on own initiative	✓	
Good interpersonal skills and the ability to work collaboratively, leading to professional development of staff, to the achievement of department aims and to the efficient running of the Business Studies & Economics team	✓	
Commitment to personal career development		✓
Ability to organise whole school/ Year based activities	✓	
Ability to think and plan strategically and manage change	✓	
Knowledge and Understanding		
Developments in the National Curriculum for Business Studies & Economics	✓	
Academy's strategic plan and the role to be played by the Head of Department and the Business Studies & Economics Team	✓	
Support the needs of a range of ability pupils	✓	
Effective strategies for supporting staff to improve teaching and learning	✓	
Equal Opportunities		
Understanding of different social backgrounds of pupils	✓	
Understanding the needs of pupils and the appropriate policies and strategies to support them	✓	
Understanding of the needs of bilingual pupils	✓	

Head of Business Studies & Economics

**Salary: Main Pay Scale / Upper Pay Scale + TLR 1A
+ Recruitment and Retention Allowance of £2,000 for 1 Year**

**Required: January 2024
Contract Type: Permanent
Location: North Hackney**

Skinners' Academies Trust is seeking to appoint a talented and inspirational Head of Business Studies and Economics to lead our exceptional Business Studies and Economics department at Skinners' Academy.

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How to Apply:

Please send a completed application form and monitoring form to: recruitment@skinnersacademy.org.uk
Please note that we do not accept CVs.

The closing date for applications is 9am on Thursday 16th November 2023. Interviews will be held on Wednesday 22nd November 2023.

Skinners' Academies Trust is committed to safeguarding and promoting the welfare of our pupils and expects all staff and volunteers to share this commitment. An enhanced criminal record check via the Disclosure & Barring Service (DBS) will be undertaken for the successful candidate, including a check of the DBS Children's Barred List. All applicants must be willing to undergo safeguarding screening appropriate to the post, including checks with the DBS and at least two satisfactory references.

It is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children.