



# St Augustine's Catholic College

*Together we're stronger*

---

## Candidate Information Pack Teacher of Economics and Business 0.5 WTE

---





## Welcome from the Head Teacher

Thank you for your interest in this exciting opportunity to join St Augustine's Catholic College. As a Catholic Lasallian College, we are part of a global network of educational institutions inspired by St. John Baptist De La Salle, the patron saint of teachers. His mission was to provide the highest-quality education to those most in need, always honouring the dignity of each child as a 'son or daughter of a great King.' We strive to live by this vision every day, fostering a welcoming environment where all students and staff feel valued and included.

We are seeking a passionate and aspiring colleague to join our dedicated staff team and make a meaningful contribution to our community. At St Augustine's, we are committed to sustainable growth and improvement in a constantly evolving world. Our recent OFSTED inspection highlighted this commitment: "The desire to provide educational opportunities which make individuals the best that they can be drives all that the school does." For us, this means not only achieving academic excellence but also nurturing well-rounded individuals who are ready to make a positive impact on society.

In recent years, our journey of continuous improvement has led to a complete revision of our curriculum, the introduction of an incremental coaching programme for all teachers, and the development of a behaviour system that ensures students can learn in a disruption-free environment. Central to our mission is our focus on inclusion, which seeks to ensure that every learner can access the curriculum and the opportunities they deserve and are entitled to. St Augustine's is consistently a high-performing school, with academic achievements well above national averages, reflecting both the quality of our education and the dedication of our students.

Our recent OFSTED report also noted, "Staff feel proud to work at the school. Early career teachers receive appropriate guidance and feel well supported." If you join us, you will be entering a supportive and challenging environment where you can grow professionally while sharing your talents with our vibrant community.

We look forward to learning more about what you can bring to our team and how we can support you on your journey to reaching your full potential.

Aidan Dowle  
Head Teacher

If you have any further questions, or would like to arrange a visit, please do not hesitate to contact HR on 01225 362007 or by email at [hr@st-augustines.wilts.sch.uk](mailto:hr@st-augustines.wilts.sch.uk).





## Our Values and Purpose

### Our Values

Taught by Jesus Christ, faith, hope and love inspire everything we do. We aim for the highest standards of learning, and look for the development of wisdom. In this way, the gifts possessed by every individual can be valued.

### Our Purpose

St Augustine's exists to provide a Catholic education in order to develop independent citizens of the future.

"Develop" because those who come to St Augustine's are individuals, each with their own quirks and characteristics. We do not aim to produce clones.

"...Independent ..." because self-respect, self motivation and courage are required if one is truly to live one's life according to the teachings of Jesus Christ.

"...Catholic..." because we believe that the Catholic faith provides the best guidance for living a fulfilled adult life, for members of the Catholic church as well as for non-members.

"...Citizens ..." because education is a gift whose fruit is to be re-invested in society: we are called to serve others in whatever way we can. Liberty and Equity cannot be absolute values, but Fraternity can.

"...of the future..." because, if we get it right, our leavers will be applying the lessons learned at St Augustine's for decades to come; in that time they will use the skills they have acquired to learn, unlearn and relearn the things they will need to know to face the challenges that the future brings.





# Safeguarding Statement

We recognise that the welfare of the child is paramount and take seriously our responsibility to safeguard and promote the welfare of the students in our care. The college believes that all children and young people have the right to grow up in a safe and caring environment, which includes the right to protection from all types of abuse.

The students in our care have the right to expect adults in positions of responsibility to do everything possible to foster these rights. They have the right to be safeguarded from harm or exploitation whatever their: • race, religion, first language or ethnicity • gender or sexuality • age • health or disability • political or immigration status

Governors and staff in this college understand the importance of working in partnership with children, their parents/carers and other agencies in order to promote children's welfare.

## Purpose

The purposes of the policies which are linked to this statement are to:

- afford protection for the pupils at St Augustine's
- enable staff and volunteers to safeguard and promote the welfare of children
- promote a culture which makes this school a safer place to learn

## Scope

All policies apply to the Headteacher, all staff (including supply and peripatetic staff), volunteers, governors or anyone working on behalf of St Augustine's

We will endeavour to safeguard children and young people by:

- valuing them, listening to and respecting them
- involving them in decisions which affect them
- making sure all staff and volunteers are aware of and committed to the safeguarding policy and child protection procedures
- sharing information about concerns with agencies who need to know, and involving children and their parents/carers appropriately
- recruiting staff and volunteers safely, ensuring all necessary checks are made
- adopting a code of conduct for all staff and volunteers
- providing effective management through induction, support and training
- ensuring staff and volunteers understand about 'whistle blowing' and dealing appropriately with allegations/concerns about staff or volunteers, in accordance with Government guidance





## About the role

We are looking to appoint an engaging, enthusiastic and dedicated classroom practitioner to the post of Teacher of Economics and Business 0.5 WTE. We are seeking a dynamic teacher who encourages a love for these subjects through their teaching and who has both the ability and commitment to inspire and develop the practice of colleagues in the Social Sciences department. The successfully appointed person will have experience of teaching A Level Economics, and be able to contribute to the teaching of Business Studies. They will have a track record for achieving excellent outcomes and will possess the vision, creativity and energy to lead and drive standards in the department, ensuring future success for all learners. The ability to offer additional teaching subjects would be an advantage.

You will be required to keep abreast of educational theory to inform your teaching, understand the value of knowledge in the curriculum and the ability to apply that knowledge in a contextual manner. Our teachers understand the process of cognition and meta-cognition when planning valuable educational experiences for students.





## Job Description

*St Augustine's Catholic College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post requires a satisfactory enhanced DBS disclosure.*

**Job Title:** Teacher of Economics and Business

**Reports to:** Head of Department

**Pay Grade: Hours:** MPS/UPS 0.5 FTE

**Job Purpose:** To carry out the functions of a teacher in accordance with the Teacher Standards and the stated aims and objectives of the Academy and the Department. The College's policy statements provide a framework for all members of staff to ensure the College's aims and objectives are achieved. Members of staff are expected to familiarise themselves with the policy documents which are available on the College website and work within their parameters.

### Main Duties / Responsibilities

#### Organisation

- In consultation with the Head of Department, to plan, design and produce teaching materials and resources which are appropriate to age and ability and are in accordance with the College and Departmental Development Plans.
- In accordance with the schemes of work, to deliver and review lessons which are appropriate to the age and ability of the students so as to facilitate progression in students' learning.
- Assess, record and report on the development, progress and attainment of the students assigned to them within the College requirements.
- Effectively manage classroom and teaching resources to create a positive learning environment.
- Attend meetings, carry out administrative tasks and duties as specified in the Staff Handbook.
- Provide and facilitate the general progress and well-being of any individual student within any group of students assigned to him or her, providing guidance and advice to students on educational and social matters.
- Implement the College policy with regard to registration, student absence, dress code and enforce College rules relating to behaviour and health and safety.
- Participate in full staff and departmental meetings and to contribute to College decision making and consultation procedures.
- Participate in the College Performance Management process, and engage in professional development activities to enhance personal performance, fulfil professional potential, and be able to participate effectively in the implementation of the College ambitions and Development Plans.
- All employees of St Augustine's Catholic College are expected to be supportive of the Christian ethos of the college, its vision and core values.



---

**cont'd**

### General

- To be a Tutor to an assigned Tutor Group if required, and to carry out related duties in accordance with the general job description of Tutor.
- Operate relevant equipment/ICT packages (e.g. MS Office, internet, intranet, SIMS, E-mail).
- Keep up-to-date knowledge of the range of external agencies and opportunities that can be used to provide extra support for students.
- Regular contributions to extra-curricular activities to extend the learning and organisation of appropriate school visits/ events which enrich the curriculum and support the College ethos.
- As specified in the current School Teachers' Pay and Conditions Document, the Contract of Employment and the attached Generic Role description, all staff share responsibility for the pastoral care of students and will be assigned duties.
- To carry out a share of supervisory duties in accordance with published rotas.
- Support Teaching partners or Support Staff with day to day issues.
- Ensure effective communication with all colleagues (teaching and support staff).

This Job Description is current at the date shown but in consultation with you may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title. The post holder may be required to perform duties other than those given in the job description for the post. The particular duties and responsibilities attached to posts may vary from time to time without changing the general character of the duties or the level of responsibilities entailed. Such variations are a common occurrence and would not themselves justify the re-evaluation of the post. In cases, however, where a permanent and substantial change in duties and responsibilities of the post occurs, consistent with a higher level of responsibility, then the post would be eligible for re-evaluation.



# Person Specification

	Essential Requirements	Desirable Requirements	How identified
<b>Qualifications /Training</b>	<ul style="list-style-type: none"> <li>• Appropriate degree relating to the subject.</li> <li>• Qualified Teacher Status.</li> <li>• Evidence of professional development.</li> </ul>		Application form
<b>Experience of Teaching and Educational Leadership</b>	<ul style="list-style-type: none"> <li>• Outstanding practitioner.</li> <li>• Successful record of teaching the subjects at all levels</li> <li>• Ability to teach pupils with a full range of educational needs, including SEND.</li> <li>• Experience of strategies to increase pupil progress.</li> <li>• Willingness to initiate and regularly support extra-curricular activities to promote the subject and the wider school ethos.</li> </ul>		Application form/ interview/ task/ lesson observation
<b>Professional Knowledge and Understanding</b>	<ul style="list-style-type: none"> <li>• Experience of planning, implementing and reviewing schemes of work.</li> <li>• Knowledge and application of a range of teaching and learning strategies, including all relevant government initiatives.</li> <li>• Ability to be proactive in developing strategies for improvement in aspects of work in the department.</li> </ul>		Application form/ interview/ task/ lesson observation
<b>Personal and Professional Qualities and Attributes</b>	<ul style="list-style-type: none"> <li>• Committed to safeguarding and promoting the welfare of students.</li> <li>• Ability to inspire and motivate pupils.</li> <li>• Excellent interpersonal skills.</li> <li>• Ability to develop teamwork.</li> <li>• Capacity to communicate an enthusiasm for learning.</li> <li>• Ability to communicate effectively with a range of audiences and a range of media.</li> <li>• Ability to develop positive relationships with students, parents and colleagues.</li> <li>• Ability to motivate and lead others effectively</li> <li>• Excellent time management.</li> <li>• A positive attitude and mindset.</li> <li>• Commitment to the pastoral care of all students.</li> </ul>		Application form/ interview/ task/ lesson observation





## A Career at St Augustine's

St Augustine's Catholic College is seeking to appoint outstanding individuals. Staff are our most valued asset and we aim to support them both in their current roles and to develop them for future careers. Working alongside the teaching staff, we have a skilled support staff team who perform vital roles within the College. Continuous professional development plays an important role in ensuring that the quality of teaching is very high within the College. There are many opportunities for development, with staff working collaboratively with neighbouring secondary schools within the area.

### **Professional Development**

We are an SSAT leading edge College and use the TEEP model as a framework for Teaching and Learning, and development of outstanding practise.

At St Augustine's, we tailor CPD to an individual's aspirations and make sure that lesson observations are developmental and thoroughly supportive. We run pop up hotspots led by staff, to coach and mentor one another, encouraging a culture of collaboration.

All support staff meet annually with their line manager to discuss their career aspirations and how the College could help support those. There is a well-developed induction programme to ensure that new staff settle in well and any additional needs are discussed. Training courses on a wide range of topics are available and the College is always open to consider appropriate professional qualifications. Staff are encouraged to join supportive peer groups which may be comprised of local or national colleagues working in a similar role and the College works hard to foster links with other local schools to share ideas and support each other. Support staff are considered integral to the successful running of the school and are expected to take part in whole school training and team building events where appropriate.

### **Cyclescheme**

St Augustine's Catholic College 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.

### **Staff Wellbeing**

A Staff wellbeing group has been set up, giving opportunities for staff to suggest strategies that would possibly impact wellbeing, alongside regular wellbeing audits. We pride ourselves on being a family-centred College, with policies such as Shared Parental Leave and Flexible Working to reflect this.

We understand the importance of a healthy work/life balance so we make sure that there is minimal report writing and data capture is measured and timely – we report progress two or three times a year (depending on year group). We also have a marking and feedback policy that considers a teacher's workload and is tailored to each individual department.

### **Pension Scheme Contributions**

The Local Government Pension Scheme (LGPS) is available to all support staff and is a Defined Benefit pension scheme based on your salary and how long you have paid in. It offers a secure income for life which increases every year in line with inflation. The College pays in a large percentage to ensure that your fund is sufficient at the time you retire.

Benefits are:

- You will receive tax relief on the contributions you pay (calculated as a % of your annual pay)
- You have the option to increase your own contributions
- There is a 50/50 option where you can pay half of your normal contribution in return for half your normal pension when times are financially tough
- Your family receives immediate life cover and there is a pension for your spouse or partner and eligible children in the event of your death in service
- If you become seriously ill you can take your pension straight away



**Pension Scheme Contributions (cont'd)** The Teachers' Pension scheme is available to all teaching staff and is a Defined Benefit pension scheme based on your salary and how long you have paid in. It offers a secure income for life which increases every year in line with inflation. The College pays in a large percentage (currently 23.68%) to ensure that your fund is sufficient at the time you retire. Benefits are:

- You will receive tax relief on the contributions you pay (calculated as a % of your annual pay)
- You have the option to increase your own contributions
- Your family receives immediate life cover and there is a pension for your spouse or partner and eligible children in the event of your death in service
- If you become seriously ill you can take your pension straight away
- Your pension is normally payable from your normal pension age but you can choose to retire or flexibly retire any time after 55 which will increase or decrease your pension.

**Support** The school calendar and training is planned in advance across the whole year so people know what is happening and when. We have a highly effective and proactive support staff that play an important role in supporting teaching and learning, including an in-house cover supervision team.

**Community Focused** At St Augustine's we are a community working together with a common purpose and motivation. An important part of working together as a community involves valuing each other, working together and living in friendship; empowering us all to be the best we can be. Our aim is to ensure that all staff feel welcome, recognised and valued as members of our inclusive Christian community. Every member of staff is treated with equality, dignity, and respect; staff are protected from discrimination, and diversity is embraced. We aim to give every member of staff equal access to opportunities, while catering to individual needs, which will allow them to contribute fully and fairly to flourish in our faith community.



---

## How to apply

If you feel that you would like to join this thriving department, and that you can offer what we seek, please complete the application form on our website. Please consider all the details of the candidate information pack, complete all sections of the application form including your supporting statement that sets out your interests in this post, how you meet the requirements for this role and your ambitions for the College.

Completed application forms should be returned via email to [HR@st-augustines.wilts.sch.uk](mailto:HR@st-augustines.wilts.sch.uk) before the deadline date.

Applications will be reviewed as they are received. Early application is therefore advised with interviews possibly being arranged in advance of the closing date.

St Augustine's Catholic College reserves the right to make an appointment before the closing date.

To arrange a tour or an informal conversation about the role, please email [HR@st-augustines.wilts.sch.uk](mailto:HR@st-augustines.wilts.sch.uk).

Please visit our website at [www.st-augustines.wilts.sch.uk](http://www.st-augustines.wilts.sch.uk) for more information about our College.



# St Augustine's Catholic College

*Together we're stronger*

---



---

Headteacher: Aidan Dowle

Wingfield Road,

Trowbridge,

Wiltshire,

BA14 9EN

01225 350001

[www.st-augustines.wilts.sch.uk](http://www.st-augustines.wilts.sch.uk)