



Etonbury Academy Application Pack Teacher of Business



Welcome to Etonbury Academy

Our Vision

Etonbury is dedicated to delivering excellence in education. Our staff nurture well rounded, confident and responsible young people of whom we can all be proud. Individuals who have been inspired to achieve more than they ever believed possible. In partnership with families and the community, our goal is to create relevant learning opportunities for pupils- both inside and outside the classroom - that help learners develop knowledge and skills that enable them to become critical thinkers, who are prepared to make meaningful contributions to their local, national and global communities.

We do this by providing a welcoming, happy, safe and supportive environment in which everyone is equal and all achievements are celebrated. All staff members at Etonbury are fully committed to this vision.

The ETA Way

Everyone is respectful

Together we care

Always Aim Higher



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www.bestacademies.org.uk



INTRODUCTION

Welcome to Etonbury Academy and the Bedfordshire Schools Trust. Thank you for expressing an interest in our current vacancy.

We have collated this application pack to provide you with all the information you should need to enable you to apply for this role.

However, if you would like any further information or would like to make a visit to our academy, please contact:

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Tel: 01462 730391

Etonbury Academy
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ABOUT ETONBURY ACADEMY

Etonbury Academy is an extended secondary school with over 1150 pupils, located on the edge of the town of Arlesey, close to the Bedfordshire/Hertfordshire border and excellent train links to London. We provide a broad and extensive curriculum for children aged 9 to 18 years, including Sixth Form. **We are delighted to achieve consistently high GCSE results and have just celebrated an outstanding set of A-Level results in our Sixth-Form.**

We are a local school with a global outlook, preparing young people for the future. Our facilities, resources and specialist teaching are second-to-none. So too is our commitment to pastoral care.

This is a place where every child is safe, secure and supported. Every single member of our learning community – students, staff and parents – are part of our success story.

Our younger students join us in Year 5 at Etonbury Juniors, and move up to our secondary school in Year 7. With separate buildings for junior, secondary and Sixth Form, we provide a nurturing environment for all pupils to receive an excellent Etonbury Experience. We know our children, and together we make Etonbury Academy a school to be proud of.

We provide professional development for aspirational staff and access the teaching school, colleges and Apprenticeship Levy to make this happen. Our proven track record gives you every reason to consider Etonbury as the right school for you.

In our most recent Ofsted report (April 2025) inspectors said the following:

“Etonbury Academy is a welcoming and nurturing place to learn. Pupils enjoy coming to school and attend regularly. They value the warm, supportive relationships they build with staff. This helps them to feel safe, cared for and known as individuals. Pupils behave with great courtesy and respect. They hold doors open, listen carefully to each other in conversations and demonstrate consistently high levels of kindness towards others.”



ABOUT BEST

The Bedfordshire Schools Trust (BEST) is a multi-academy trust providing exceptional education across our community of 11 schools and five nurseries.

Since forming in 2016, we have grown significantly into one of the largest single employers in Central Bedfordshire.

We now educate more than 8,000 children across the area, from nursery age to advanced level study, and have over 700 members of staff.

It is our aim to grow the BEST in everyone, and everything we do is driven by our values. We will:

- Always put children first
- Collaborate to support and compete to challenge
- Provide community-based provision
- Have the courage to be compassionate

Our aims can only be achieved if we recruit, retain and develop the highest quality workforce – and we want those we employ to be valued in the workplace.

As a single employer, we are able to offer all our staff a fantastic range of benefits, including an excellent working environment, opportunities for career development and training, and discounts and deals that will help save you money.

Full details can be found in our BEST People staff benefits brochure, available for download from our MyNewTerm careers page, or on our website at
www.bestacademies.org.uk/jobs

A primary-secondary model of education is being established to replace the current three-tier system in Central Bedfordshire, more schools are looking to join us as we seek to grow further, and performance across all key stages continues to improve.



HOW TO APPLY

We use an application form, rather than asking for CVs, for all vacancies. This ensures all applicants present their information in the same standardised format and tell us only what we need to know.

Apply online via the MyNewTerm website at www.mynewterm.com before the closing date.

BEST is an equal opportunities employer and we are committed to encouraging equality, diversity and inclusion among our workforce.

We are committed to safeguarding and promoting the welfare of children. All offers of employment will be subject to satisfactory pre-employment checks and references, including enhanced Disclosure and Barring Service (DBS) clearance.

Strictly no agencies.

We look forward to receiving your application.



JOB DESCRIPTION AND PERSON SPECIFICATION

Job Title	Teacher of Business (Part-Time considered)
Based at	Etonbury Academy
Salary/Grade Range	MPS/UPS
Liaising with:	Head of Business, Principal, Senior Leadership Team, Teaching/Support Staff, external agencies and parents.

This role has arisen due to the popularity of the subject at GCSE and Post 16

PURPOSE OF ROLE

- Implement and deliver an appropriately broad, balanced, relevant, and differentiated curriculum for students in Key Stage 4 and Key Stage 5, including GCSE and post-16 including A Level Business and Level 3 BTEC Business.
- With scope to develop the role into one that plays a broader part in developing students' enterprise skills, leading to supporting career pathways.
- Monitor and support the overall progress and development of students as a teacher and tutor, ensuring they achieve their potential in exams and internal assessments.
- Facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential. Contribute to raising standards of student attainment and progress in Key Stage 4 and 5.
- Support the academy's responsibility to provide and monitor opportunities for spiritual, personal, and academic growth, including preparation for further education, apprenticeships, or employment.

Duties of the Role

- Assist in the preparation and use of teaching resources, schemes of learning, and assessment activities specific to Key Stage 4 and 5 Business courses.
- Plan and deliver engaging lessons tailored to the needs of GCSE and post-16 students, including differentiation for higher-level study skills.
- Use data on pupil performance to inform target setting, lesson planning, and identification of underachieving students.
- Implement targeted intervention and monitor progress, particularly for exam preparation and post-16 progression.
- Support the academy's monitoring procedures to ensure quality teaching and learning.
- Participate in the review of teaching strategies and programmes of work for Key Stage 4 and 5.
- Attend department and staff meetings and contribute to discussions about teaching and learning.
- Coordinate and manage work as a form tutor, including pastoral support for Key Stage 4 and 5 students.
- Contribute ideas and feedback to the department to support teaching and learning, without assuming leadership responsibilities.
- Ensure all pupil and student data is held accurately and used effectively to support learning and progress.



- Review and update teaching methods and schemes of learning for Key Stage 4 and 5 Business.
- Participate in professional development to improve teaching practice and subject knowledge.
- Fulfil the role of form tutor in accordance with the staff handbook.

Specific Duties and Responsibilities

- Teach a designated programme of Business courses for Key Stage 4 and Key Stage 5 students.
- Ensure a high-quality learning experience for all students that stimulates learning appropriate to their stage, including independent study skills for post-16 learners.
- Assess, record, and report on the attendance, progress, development, and attainment of students in line with GCSE and post-16 assessment requirements.
- Write reports and provide information to parents about pupils' and students' progress.
- Provide, or contribute to, oral and written assessments, reports, and references relating to individual students and groups, including preparation for external examinations and progression routes.
- Interpret data regarding pupil and student performance to support differentiation and targeted intervention.
- Take responsibility for professional development, keeping abreast of subject developments and reviews nationally and locally.
- Prepare and update subject materials suitable for GCSE and post-16 courses.
- Contribute to the whole-academy ethos, with due regard to wider professional effectiveness and curriculum intent.
- Teach students according to their educational needs, including setting and marking work in school and elsewhere, ensuring alignment with departmental assessment policy and examination requirements.
- Ensure that ICT, Literacy, and Numeracy are integrated into the teaching and learning experience of students.
- Maintain discipline in accordance with academy procedures, and encourage good practice regarding punctuality, behaviour, standards of work, and homework.

Across the BEST Academies:

- Participate in the BEST Management, Evaluation and Review programme.
- Implement policies and procedures where appropriate.
- Establish a strong and supportive ethos across BEST.
- Ensure that Health and Safety policies and practices, including Risk Assessments, are in line with national requirements and are updated where necessary, therefore to liaise with the BEST Health and Safety representatives.



PERSON SPECIFICATION

Attributes	Essential	Desirable
Education & Qualifications	<ul style="list-style-type: none"> • Relevant degree • Teaching Qualification • Evidence of Continual Professional Development 	
Professional Experience	<ul style="list-style-type: none"> • Teaching experience <ul style="list-style-type: none"> • Proven experience and success at teaching Key Stage 4 and 5. • Understanding and application of strategies to raise standards across the ability range through the effective teaching and learning • Sensitivity to the learning needs of all students • Demonstrate understanding of using comparative data, together with information about the student's prior attainment to establish benchmarks and set targets for improvement • Identify usage of current good practice in assessment techniques and the monitoring of pupil progress 	
Professional Knowledge, Skills & Understanding	<ul style="list-style-type: none"> • Demonstrate application of information and communication technology for development of learning and teaching in the subject • Ability to inspire, enthuse and motivate students and staff • Excellent classroom management to encourage positive behaviour • Demonstrate creative problem solving and good communication skills • Ability to work collaboratively or on own initiative • Demonstrate good time management skills and an ability to prioritise effectively with good administration skills • The ability to think creatively and imaginatively to anticipate and solve problems and identify opportunities 	
Personal Qualities	<ul style="list-style-type: none"> • Willingness to be flexible • Enthusiasm and a good sense of humour • Willingness to undertake further training, including risk assessment and first aid if relevant • A commitment to equality principles and practices • Willingness to take part in residential trips and visits • Knowledge of relevant safeguarding/ child protection legislation and the best practice • Value and respect the views and needs of young people 	
Other	<ul style="list-style-type: none"> • Enhanced DBS clearance 	

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

Employees will be expected to comply with any reasonable request from the BEST Principals to undertake work of a similar level that is not specified in this job description.

