



CANDIDATE INFORMATION PACK

Subject Leader of Business and Law

Closing date: 05 December 2022

Interview Date: w/c 05 December 2022

Start Date: ASAP

Welcome from the Headteacher



I am proud to welcome you to Belle Vue Girls' Academy. We are a long-established and highly successful academy with a thriving Sixth Form, providing an exceptional quality of education for girls aged 11 to 18.

At Belle Vue, we are committed to providing an exceptional educational experience for all, empowering our young people to become confident learners, confident communicators, and confident future citizens. We expect nothing but the best, from everyone, for everyone.

Our students are highly motivated, ambitious and aspirational. They are excited by learning and value the extensive opportunities we provide for academic and personal development. They get involved in exciting and enriching activities and experiences and develop as leaders and young citizens. We expect excellent attendance and punctuality, and for students to always behave in a respectful and courteous manner. Our high standards mean that our academy is a safe and happy place for all students to learn, and that all students can fulfil their potential.

Our staff are driven by ambition, aspiration, and excellence. They have the highest of expectations of all and work hard to ensure every student achieves aspirational academic outcomes, with personalised support, care and guidance at every stage of their journey. Our staff believe in and champion our students, we ensure no student is ever left out or left behind.

Our high expectations and the exceptional quality of education means that our students make excellent progress. In 2022 we celebrated our best GCSE results ever, placing us again among the highest performing schools in Bradford, and in the 'well above average' category for progress nationally. Our A Level results were equally strong, with 25% of grades at A*-A and 50% at A*-B. 88% of students studying an Applied Vocational qualification achieved Distinction*/Distinction. All Year 13 students progressed to a university of choice, or a high-quality apprenticeship. Our girls work hard, and we are very proud of them.

I would like to invite you to explore our website and follow us on Twitter to find out more about us and the achievements of our remarkable students.

Mrs. Deborah Anness

Headteacher

Subject Leader of Business and Law Main/UPS + TLR 2A

For full details, application form and information pack, please contact Nichola Laidman, Headteacher's PA, nichola.laidman@bvga.bdat-academies.org

Closing Date: 05 December 2022

We are committed to safeguarding and promoting the welfare of children and expect all staff to share this commitment. All posts are subject to an enhanced criminal records check via the Disclosure and Barring Service (DBS)



BELLE VUE GIRLS' ACADEMY VISION AND VALUES

An exceptional educational experience for all
Confident Learners - Confident Communicators - Confident Future Citizens

Our Vision and Values

We are committed to providing an **exceptional educational experience for all**, empowering our young people to become **confident learners, confident communicators, and confident future citizens**.

We are driven by **ambition, aspiration, and excellence**. We expect nothing but the best, from everyone, for everyone. We break down barriers, we tackle **disadvantage**, and we value and actively promote **inclusion and celebrate diversity**. We create an inclusive environment, in which everyone feels welcomed, supported and confident about being themselves whatever their characteristics or background. We know that education has the power to dramatically improve life chances and we take our commitment to our young people seriously. We take every measure to ensure our academy is a happy and safe place for young people to learn and grow.

Confident and empowered, our learners become happy, successful and independent people. They are compassionate, respectful, resilient and responsible citizens, with positive personal strengths which guide their conduct. They are academically, socially, culturally and emotionally fulfilled and ready to become the leaders and change makers of tomorrow.

Delivering an exceptional education for all:

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| 1 A positive, kind and caring academy ethos | 6 Exciting and enriching opportunities |
| 2 An ambitious curriculum | 7 Active student leadership and student voice |
| 3 Inspirational teaching | 8 An enabling and empowering academy culture |
| 4 Exceptional leaders | 9 Strong partnerships with families, carers, and the local community |
| 5 Personalised pastoral care | 10 A culture of ambition and aspiration for all |



Who are we?

Belle Vue Girls' Academy is an inclusive secondary comprehensive school with Sixth Form located in Bradford. The school was founded in 1877, making us one of the oldest girls' schools in the country. We are proud of our Bradford heritage and culture; we have a very long history of providing an exceptional quality of education for the young women of Bradford.

We are a highly successful academy. Our students make excellent academic progress and experience a wide range of enriching and character-building opportunities, equipping them with the confidence, knowledge, and skills to become happy and successful young women. We were again rated 'Good' in all areas by Ofsted in our most recent inspection in 2021 and have been recognised nationally as a Leading Edge school. With an exceptional staff team, high-quality curriculum, superb facilities and a kind and caring student-centred ethos, the academy continues to go from strength to strength.



Job Title: Subject Leader of Business and Law

Accountable to: Head of Faculty

Purpose: To provide a truly exceptional educational experience for all, working with the Head of Faculty to enable each of our learners to become academically, socially, culturally and emotionally fulfilled young people, ready to take their place in the world.

Duties and Responsibilities:

- Work with the Faculty Leader to build and lead a cohesive and highly effective team, fully committed to our whole school vision.
- Assist the Faculty Leader in the completion of all review documentation including the Faculty Position Statement, Improvement Plan and Impact Analysis Reports.
- Work with the Faculty Leader to act on identified areas for improvement in the subject and across the faculty and provide termly evidence of impact.
- Ensure the subject curriculum is broad, balanced, relevant, motivational and appropriately challenging in order to maximise the potential of all students.
- Ensure that curriculum delivery in the subject is appropriate to the age and ability of the students and that it facilitates progression in students' learning.
- Ensure subject assessment and feedback policies are implemented securely and effectively and that they facilitate progression.
- Ensure teachers know how to use data effectively to monitor students' progress, inform planning and provide appropriate intervention strategies.
- Ensure the whole school Behaviour Strategy is implemented consistently.
- Lead the appraisal process for subject teachers, providing high quality professional dialogue and relevant target setting, enabling staff at all career stages to fulfil their potential.
- Provide high quality mentoring and support for Early Careers teachers and induction for new teachers.
- Support the Faculty Leader to plan an appropriate programme of Faculty CPD which facilitates collaborative planning, sharing best practice and develops subject specific knowledge and skills. Facilitate appropriate external CPD.
- Work in effective partnership with other Subject Leaders in the school and across the Trust.
- Ensure teaching areas are well-maintained, that Health and Safety policies and procedures are followed and that resources are used appropriately.
- Direct, as appropriate, the work of cover teachers, administrative staff, technical staff and teaching assistants.
- Ensure that policies and practices for the faculty and whole school are implemented.
- Report any safeguarding concerns immediately to the Designated Safeguarding Lead.
- Carry out any other reasonable duties as requested by the Head Teacher. ***This job description is not necessarily a comprehensive definition of the post. It will be reviewed annually***

Person Specification

Category	Essential	Desirable
Qualification and Training	<p>Qualified Teacher Status recognised by the DFE</p> <p>Recent appropriate subject CPD</p> <p>Willingness to participate in subject and leadership development CPD</p> <p>Experience of teaching GCSE in Business Studies with a proven track record of results</p> <p>Experience of teaching A level Business Studies with a proven track record of results</p> <p>Experience of teaching Law at Level 3</p>	
Experience	<p>Successful teaching experience</p> <p>Successful experience of managing an effective classroom environment to promote student learning and positive behaviour</p> <p>Good understanding of data and how it can be used to raise standards and levels of achievement</p> <p>Experience of development planning, self-evaluation and quality assurance</p>	<p>Experience of leading relevant CPD</p> <p>Experience of working with the wider school community</p> <p>Evidence of the ability to work cooperatively with multi-disciplinary professionals, governors, and other agencies</p> <p>Experience of teaching the Pearson Edexcel specification for GCSE Business Studies</p> <p>Experience of teaching the Pearson Edexcel specification for A Level Business Studies</p> <p>Experience of teaching the BTEC Extended Certificate in Applied Law specification</p>
Knowledge and understanding	<p>A passion for teaching Business and Law</p> <p>Knowledge of curriculum developments in Business and Law</p>	

	<p>Ability to lead, inspire and motivate colleagues and students</p> <p>A good standard of accurate written and spoken English</p> <p>Excellent communication, both in writing and orally, to a wide range of audiences</p> <p>Proven ability to use ICT in the teaching, organisation or management of the role</p> <p>Self-motivated and takes the initiative</p> <p>Ability to embrace new approaches and ways of thinking</p> <p>Responsive to the individual needs of students and colleagues</p> <p>Knowledge of effective behaviour management strategies</p> <p>Displays commitment to the protection and safeguarding of children and young people</p>	
<p>Attitudes and Responsibilities</p>	<p>Conscientious and committed to high personal and professional standards</p> <p>Skilled at building and forming productive working relationships</p> <p>Enthusiastic about education and learning</p> <p>Able to inspire confidence and remain positive and constructive under pressure, demonstrating characteristics such as integrity, resilience and a sense of proportion</p> <p>Self-critical and reflective, able to monitor and evaluate own performance and take action to improve and develop where necessary</p> <p>Works well with colleagues and contributes effectively to the team</p> <p>Abides by the academy's policies</p>	

How to Apply

Our aim is to ensure that we recruit the right person for the job. We will ensure that the selection process is fair and without discrimination for or against any candidate based on age, ethnicity, sex, marital status, or sexual orientation. The person specification sets out the criteria used to assess candidates through the selection process.

We are committed to safeguarding our pupils and will assess the candidate's suitability for working with children as part of the selection process. We will check the accuracy of all information and investigate any perceived anomalies. We take up references prior to interview and use these to verify the information you have given us. Firm offers of employment are never made without satisfactory references. All potential employees are subject to an enhanced disclosure form the Disclosure and Barring Service.

Applications

Please ensure that all parts of the application are completed. We do not accept CVs as part of the selection process. Please ensure that you demonstrate how your experience and skills make you suitable for the position. Applications can be submitted online, via email or via paper copy.

Shortlisting

We assess all applications against the person specification criteria using the evidence you provide in your application. This is done by a panel of senior staff and governors. We carefully check all applications for anomalies.

Candidates who best meet the person specification will be invited to an interview. We will notify you by telephone with e-mail confirmation to follow. If you have not heard from us within 3 days of the shortlisting date, you have not been successful at this stage.

References

We request references for all candidates who are invited to interview. Requests will be made at the same time that candidates are invited to interview. Your first referee should be your current or last employer.

Interview Process

The interviews will be held at Belle Vue Girls' Academy. The interview will consist of several tasks and activities including a formal interview. These are designed to allow you to demonstrate your skills and abilities. You will be asked to bring proof of qualifications and identity on the first day.

Final Selection

Following the tasks and formal interview, we will use the person specification as a guide to select the most suitable candidate for our school. We will then telephone each candidate to inform them of the outcome. We will give brief feedback during this

telephone conversation.

Offer of Employment

We will make a verbal offer of employment by telephone on the day of the interview, and this will be confirmed in writing. Any offer is made subject to:

- References satisfactory to us
- A satisfactory DBS check
- Provision of proof of identity and qualifications

Probationary Period

First school term of employment with BDAT.

Timeline

Closing date: 05 December 2022

Interview date: w/c 05 December 2022

Please return your completed application form via email to:
nichola.laidman@bvga.bdat-academies.org

About BDAT

General Information and Background

Bradford Diocesan Academies Trust (BDAT) is a Bradford based Church of England Multi-Academy Trust. BDAT is a charity and company limited by guarantee, governed by a Board of Directors who are responsible for, and oversee the management of the company. BDAT was established in 2012 to sponsor academies in Bradford on behalf of the Diocese of Leeds. BDAT operates as an Exempt Charity and is governed by a Board of Trustees who are responsible for, and oversee, the management of the company.

The mission statement of BDAT

“The Trust’s mission is to provide an education of the highest quality within the context of Christian belief and practice.” In practice as a Trust we seek to work with and alongside the schools in our Trust to provide a good quality of education to all children in our schools. We believe every child only gets one chance at education and they have a right to a good education.

Trust development and growth

The MAT was established in 2012 to support both primary and secondary Church schools needing support within an academy model. As of January 2022, the BDAT family of schools consists of 17 schools: thirteen primaries and four secondaries. We expect a further primary school to join in the summer of 2022 and we are actively considering further slow and steady growth following several years of consolidation.

For more information on BDAT, visit www.bdat-academies.org or visit [#wearebdat](https://twitter.com/wearebdat)

Our Christian ethos

BDAT is a proud Christian organisation committed to providing high-quality education for all within an ethos which encourages academic, vocational, mental, physical and spiritual opportunities and development for each member of its academies.

Whilst robust Christian principles underpin the work of the academy, everyone is encouraged to explore their own spirituality and to recognise and understand that of others. It is for this reason that we choose to support and sponsor non-Church of England School, as well as those within the faith.



Our mission, vision and values

BDAT's mission is:

"to provide high quality education within the context of Christian belief and practice so that every child can fulfil their academic potential and accomplish their individual goals".

Our rationale or reason for doing this is:

"... because we believe that every child has only one chance at a good education".

Our vision is:

"That every student in a BDAT academy gets a happy and high quality education enabling competence, confidence and character to thrive; and that our Academies become the schools of choice in Bradford."

The Trust, our family of schools and our pupils are driven by a set of shared values which guide how we operate, how we teach and how we support each other.