



 George Stephenson
High School

Teacher of Business Studies MPS/UPS From September 2025

Dear Applicant,

Thank you for taking an interest in this position at our school. The information provided is intended to help you decide if we are a school you would like to join. I would also encourage you to look at our website (www.gshs.org.uk) which contains information that will give you a flavour of our achievements and ethos.

George Stephenson High School is an 11-18 Trust School of 1200+ students, 112 of whom are in the Sixth Form. We also have up to 50 guest pupils in the Sixth Form from our collaborative partner school. We have 140 staff, 86 of whom are teachers, 54 are associate/support staff. Our school has a really positive ethos, with very strong pastoral and academic guidance and a real emphasis on learning in everything we do. I genuinely believe the support, care and welfare of our students is second to none. This school is and will always be a fully inclusive school which puts the students at the very centre of all that it does. We want it to be a school that is always a happy, safe and enjoyable place to be. Further to that we want the school to be at the very heart of the local community and to be the school of choice of all who live here.

At George Stephenson High School, we believe we offer the best education possible for all of our young people, as well as a warm and friendly atmosphere. We value the individual differences of our students, encourage them to succeed in everything they do and help them to become caring, confident and responsible young people. We strive to achieve this through providing excellent teaching, fostering the very best relationships, having a personalised and enriched curriculum, having the highest aspirations for all of our students and developing strong partnerships. We also want the school to be at the very heart of the local community and to be the school of choice of all who live here. We are a popular, inclusive, and oversubscribed school that is central to our community. The roll has grown from 850 in 2010 to over 1200 today. We are delighted that we will be oversubscribed again next year.

The level of communication with and support from parents is excellent. Attendance at Parents Evenings was over 80% last year – this figure has increased every year for the last five years. Over 500 parents filled in the survey we administer on these evenings and the results were very positive indeed. 97% feel their child is happy here, 98% feel they are both safe and make good progress, 99% feel they are well taught here, 98% feel the school is well led and managed and over 95% would recommend our school to another parent. We are delighted that so many parents are choosing our school and are so positive about it and we believe that this shows a great deal of support from our local community.

Our most recent Ofsted inspection was in November 2019 and we are delighted to report that they judged our school to be Good overall, and indeed Good in every single category. We believe that this is a real testament to our students and staff and to how hard we have all worked and how committed we are to providing the best possible educational experience for all of our students. Staff, students, parents, carers and governors all play their part and this report is a reflection of the effort, enthusiasm and determination that they display every day. In the report, Ofsted say that **“staff have high expectations for pupils and each other. This is a key ingredient of the school community. During lesson visits, pupils were attentive and respectful. There are strong relationships between teachers and pupils. As a result, pupils have achieved better examination results in a wide range of subjects since the previous inspection”**. The care, guidance and support that we provide for our young people was again praised, with Ofsted saying that **“staff are well trained to look after and care for pupils. They understand the school’s safeguarding procedures. They are aware of the need to share any concerns with appropriate people. They do so in a timely manner. Pupils know there is always somebody to talk to when they need help. Pupils know how to keep themselves safe.”**

They said lots of positive things about the relationships in our school, saying that good relationships and mutual respect exist between students and staff and that our young people are keen to learn and behave well. They also said that the behaviour of students is good, that they manage their conduct well, both inside and outside of the classroom and that they know what is expected of them. As we have always said, our students are a credit to us all and we continue to be immensely proud of them. Inspectors also stated that the care and guidance we offer our students is strong and that we prepare students well for life after school. As a result, the percentage of students going onto successful careers or further education is well above the national average. Personal development, behaviour and welfare were all identified as real strengths of the school. Indeed Care, Guidance and Support at George Stephenson High School have been graded as good or outstanding in our last four Ofsted inspections. This is a result of our pastoral guidance systems in school, the aim of which is to support the learning and development of each individual student through the encouragement of regular attendance, punctuality, good study habits, good behaviour and a positive attitude, and by the monitoring of progress, regular target setting and celebration of achievement.

The school is organised into year groups which are split into a number of separate tutor groups. Each year group has a full-time non-teaching Guidance Manager who stays with the year group from Year 7 to Year 11 and so gets to know every student very well. Guidance Managers are generally the primary point of contact for parents wishing to discuss progress or problems with the school. They support the work of the form tutors and deal with difficulties referred to them by the tutors or subject staff, as well as recognising and rewarding all positive aspects of students' life in school. Each year group is also supported by a teaching Achievement Support Coordinator who acts as a mentor to students of all abilities. The tutor groups, under the leadership of the Guidance Manager, remain together with the same form tutor through years 7 to 11, meeting for registration periods daily, and in some subjects are taught as a class group in the younger years. A strong sense of coherence and team working is developed over these years. The form tutor has day to day responsibility for our students' welfare whilst they are in the school and have a very important role to play in helping them to settle into their new school. They also closely monitor and track their academic progress, support them to reach their targets and help detect and solve any problems which may arise.

This is an interesting and demanding post, but one which will give the right candidate an opportunity to be part of a committed and dedicated team of teachers and support staff, whose prime aims are the continuing improvement and development of the school and the support and encouragement of its students. This is a full time vacancy but part time applicants will be considered. If you are someone who loves learning and is committed to working with students who need your encouragement to succeed, and would like to work with colleagues who are friendly, committed and very hard working, then we would be delighted to receive your application.

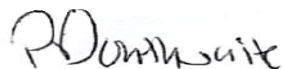
The Business Studies Department is very popular with students. We have over 200 students at KS4 (4 classes in Year 10 and 4 in Year 11) and always have a healthy sized Y12 and 13 class A Level class. Classes are completely mixed in terms of ability and relationships are key to our success, ensuring that our students enjoy the subject and surpass their potential. This is a full-time vacancy but part time applicants will be considered.

We have made real progress recently and are proud of what we have achieved so far. However, we know that we have the capacity to improve still further, and our work continues to focus on improving practice in the classroom. We are a forward-looking school, committed to giving our students the best possible educational experience. Although increasingly successful, we are not a complacent school. There are many aspects that we can improve further, and our challenge is to do this without compromising our existing strengths. George Stephenson High School is a great place to work, with fantastic staff and talented students. I took on the Headship of this wonderful school in September 2022 and am truly very excited about the future. I hope you are enthused by the enclosed information and choose to apply.

Please submit a letter of application (no more than two sides of A4) and a completed application form for the attention of Mrs Angela Cowen (Headteacher's PA) by noon on 3rd March 2025

May I take this opportunity to thank you for your interest in our school.

Yours sincerely

A handwritten signature in black ink that reads "P Douthwaite". The signature is written in a cursive style with a large initial 'P'.

PETER DOUTHWAITE
Headteacher

Southgate, Killingworth, Newcastle upon Tyne, NE12 6SA

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W: www.gshs.org.uk

Headteacher:

Deputy Headteacher:

Deputy Headteacher:

Peter Douthwaite BSc (Hons)

Kathryn Williams BA (Hons)

Louise Dunn BA (Hons)

THE ROLE OF THE CLASSROOM TEACHER

The post holder is required to carry out the duties of a school teacher as set out in the School Teachers Pay and Conditions Document and summarised below.

1. Purpose of the Post

- 1.1 To carry out the functions of a teacher in GSHS in accordance with the aims of the school.

2. Teaching

- 2.1 In each case having regard to the curriculum for the school, and with a view to promoting the development of the abilities and aptitudes of the students in any class or group assigned to him/her;
- 2.2 Planning and preparing courses and lessons;
- 2.3 Teaching, according to their educational needs, the students assigned to him/her, including the setting and marking of work to be carried out by the student in school and elsewhere;
- 2.4 Assessing, recording and reporting on the development, progress and attainment of students.

3. Other Activities

- 3.1 Promoting the general progress and well-being of individual students and of any class or group of students assigned to him/her;
- 3.2 Providing guidance and advice to students on educational and social matters and on their further education and future careers, including information about sources of more expert advice on specific questions; making relevant records and reports;
- 3.3 Making records of and reports on the personal and social needs of students;
- 3.4 Communicating and consulting with the parents of students;
- 3.5 Communicating and cooperating with persons and bodies outside their school;
- 3.6 Participating in meetings arranged for any of the purposes described above.

4. Assessments and Reports

- 4.1 Providing or contributing to oral and written assessments, reports and references relating to individual students and groups of students.

5. Appraisal

- 5.1 Participating in arrangements made in accordance with the revised 2007 regulations and changes to threshold that come into effect in September 2009 for review of his/her performance and that of other teachers.

6. Review, induction, further training and development

- 6.1 Reviewing from time to time his/her methods of teaching and programmes of work;
- 6.2 Participating in arrangements for his/her further training and professional development as a teacher including undertaking training and professional development which aim to meet needs identified in statements of objectives or in planning and review statements;

6.3 In the case of a teacher serving an induction period pursuant to the Induction Regulations, participating in arrangements for his/her supervision and training.

7. Educational Methods

7.1.1 Advising and co-operating with the Headteacher and other teachers (or any one or more of them) on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements.

8. Discipline, Health and Safety

8.1 Maintaining good order and discipline among the students and safeguarding their health and safety both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere.

9. Staff Meetings

9.1 Participating in meetings at the school which relate to the curriculum for the school or the administration or organisation of the school, including pastoral arrangements.

10. Cover

10.1 Except in the case of a teacher employed wholly or mainly for providing cover for absent colleagues, all other teachers will be required to cover only rarely, and only in circumstances that are not foreseeable.

11. External Examinations

11.1 Participating in arrangements for preparing students for external examinations, in assessing students for the purposes of such examinations and recording and reporting such assessments, and participating in arrangements for students' presentation for and supervision during such examinations;

11.2 This does not require a teacher routinely to participate in any arrangements that do not call for the exercise of a teacher's professional skills and judgment, such as invigilation.

12. Management

12.1 Contributing to the selection for appointment and professional development of other teachers and support staff, including the induction and assessment of new teachers and teachers serving induction periods pursuant to the Induction Regulations;

12.2 Assisting the Headteacher in carrying out threshold assessments of other teachers for whom he/she has management responsibility;

12.3 Co-ordinating or managing the work of other staff;

12.4 Taking part as may be required of him/her in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.

13. Administration

13.1 Participating in administrative and organisational tasks related to such duties as are described above, including the direction or supervision of persons providing support for the teachers in the school;

13.2 Attending assemblies, registering the attendance of students and supervising students, whether these duties are to be performed before, during or after school sessions;

13.3 This does not require a teacher routinely to undertake tasks of a clerical or administrative nature which do not call for the exercise of a teacher's professional skills and judgment.

14. Management Time

- 14.1.1 A teacher with leadership or management responsibilities shall be entitled, so far as is reasonably practicable, to a reasonable amount of time during school sessions for the purpose of discharging those responsibilities.

15. Working Time

- 15.1 A teacher employed full time shall be available for work for 195 days in any school year, of which a) 190 days shall be days on which he/she may be required to teach students in addition to carrying out other duties; b) 5 days must be days on which he/she may only be required to perform other duties and those 195 days shall be specified by his/her employer or, if his/her employer so directs, by the Headteacher.
- 15.2 A teacher employed full time must be available to perform such duties at such times and such places as may be specified by the Headteacher for 1265 hours in any school year, those hours to be allocated reasonably throughout those days in the school year on which he/she is required to be available for work.

Sub paragraph 15.2 also applies to a teacher employed part-time, except that the number of hours he/she must be available for work in any school year must be that proportion of 1265 hours which corresponds to the proportion of total remuneration he is entitled to be paid. No teacher employed part-time may be required to be available for work on any day, or part day, of the week that he/she is not normally required to be available. A teacher employed part-time may be required to carry out duties on any day he is normally required to be available for work (whether normally required for the whole day or only part of the day).

16. Guaranteed Planning and Preparation Time (PPA)

- 16.1.1 A teacher to whom Section 15 applies shall be allowed, as part of the 1265 hours referred to in Point 15.2, or in the case of a teacher employed part-time as part of the pro rata equivalent reasonable periods of time ('PPA time') to enable him/her to carry out his/her duties in respect of point 2.2 (planning and preparing courses and lessons), point 2.4 (assessing, recording and reporting on the development, progress and attainment of students), and section 4 (providing or contributing to oral and written assessments and reports);
- 16.2 PPA time shall amount to not less than 10% of the teacher's timetabled teaching time (and for this purpose 'timetabled teaching time' means the aggregate period of time in the school timetable during which the teacher has been assigned by the Headteacher in the school timetable to teach students);
- 16.3 PPA time shall be provided in periods of not less than half an hour during those parts of the school timetable in which students are taught the core and other foundation subjects or religious education;
- 16.4 Such a teacher shall not be required to carry out any other duties, including the provision of cover in accordance with Section 10, during his/her PPA time;
- 16.5 Points 16.1 – 16.3 also apply to a classroom teacher who is employed on a part time basis with the substitution for the reference to 1265 hours in point 16.1 of a reference to that number which as a proportion of 1265 hours equated to the proportion of the school week that the teacher is normally employed.

17. To whom responsible

- 17.1.1 Classroom teachers are directly responsible to the Headteacher or any delegated member of staff on all matters and to:
- the Curriculum Leader in respect of all responsibilities connected with teaching;
 - the Guidance Manager in respect of all responsibilities connected with the role of a Tutor in the pastoral system



PERSON SPECIFICATION - TEACHER OF BUSINESS AND ENTERPRISE

ESSENTIAL	DESIRABLE
<p>Qualifications</p> <ul style="list-style-type: none">• Qualified Teacher Status• Graduate qualifications• Evidence of continuing professional development• Evidence of understanding of recent research on teaching, learning and assessment	
<p>Evidence of</p> <ul style="list-style-type: none">• Ability to teach Business Studies successfully across the age and ability range• Ability to promote a positive ethos and well ordered behaviour• Using a wide range of teaching styles and approaches• Varied and flexible use of ICT in the classroom• Commitment to continuing professional development• Skills as a tutor	<ul style="list-style-type: none">• Involvement in and commitment to extra curricular activities
<p>Skills/Qualities</p> <ul style="list-style-type: none">• High order ICT skills• Excellent relationships with students of all abilities, and with colleagues• Adaptability, flexibility and creativity of response to the changing needs of the school• Positive, optimistic and committed to inclusive education• Capacity to work independently and as a member of a team• Resilience, tolerance, perseverance and a sense of humour	