



ST MARY'S CALNE

TEACHER OF ECONOMICS

PART-TIME
SEPTEMBER 2024

APPLICANT PACK





Acting Head: Mrs Diana Harrison
MA (Cantab), PGCE (Bristol), CPP (Roehampton)

A recognised leader in the field of girls' independent boarding education, St Mary's Calne has approximately 360 girls aged 11-18, including 120+ girls in the Sixth Form. Results in public examinations are consistently excellent, with almost all of the girls going on to university, several each year to Oxbridge, to read a wide variety of subjects. As well as innovative teaching, learning and scholarship, St Mary's offers outstanding pastoral care and a vibrant, warm community.

We are looking for an experienced, enthusiastic and inspirational graduate, with outstanding inter-personal skills, to teach A Level Economics. We would be pleased to receive applications from both experienced teachers and those new to the profession. This post is offered 0.3 FTE, however the ability to teach a second subject may lead to more hours.

St Mary's is committed to safeguarding and promoting the welfare of pupils. Due to the nature of the work involved, the successful applicant will be required to undertake an Enhanced DBS check.

We are an equal opportunities employer and committed to ensuring all applicants will be treated in a fair and equal manner and in accordance with the law regardless of gender, marital status, race, religion, colour, age, disability or sexual orientation.



THE SCHOOL: ITS ETHOS AND AIMS

St Mary's Calne believes in excellence in all respects. As a school community, we thrive amidst a culture of strong expectations and the education which we provide nurtures and develops the concept of high performance. The principal aim is to develop well-rounded pupils who are equipped to excel as adults.

Whilst the achievement of top quality examination results is a central tenet, since these will be a key passport for the girls in the path to their future careers in the modern world, we seek to encourage everyone (girls and colleagues) to strive for excellence in a wide range of spheres. We aim to inculcate habits for life, enabling the girls to relish the prospect of hard work; to develop and deploy the necessary qualities of perseverance and determination; to learn how to do well; to acquire the belief and self-confidence that they are capable of high performance and success – both in the short term and in the future; to instil a sense of desire and an appreciation that the future, indeed their future, lies within the grasp of their own efforts.

Co-curricular opportunities beyond the classroom are a vital and integral part of life for girls at St Mary's Calne. They are woven into the timetable during the day, in the evenings and at weekends. We believe that both boarders and day girls benefit from all aspects of the strong boarding ethos of the school.



Our latest Co-Curricular
Booklet & Weekend
Programme



THE SCHOOL VALUES

AMBITION

Deliver a tailored and specialised curriculum to inspire a love of learning and enable our students to achieve top class academic results

Guide and support every student to challenge themselves and reach their full potential

Prepare our students for higher education, careers, leadership and the challenges of a fast-changing global world



COMMUNITY

Be a vibrant, warm, open and inclusive community, where boarders and day students live with empathy and respect

Encourage our students to become proactive, engaged citizens who make a positive difference to the world

Connect, collaborate and communicate with our dynamic, supportive and extensive alumnae network



INNOVATION

Spearhead research and practice in adolescent development

Foster creativity in the arts and sciences, encouraging freedom of thought and self-expression

Embrace new developments in technology to prepare our students for the future



OPPORTUNITY

Deliver a breadth of academic and co-curricular opportunities to meet each student's ability, needs and interests

Create opportunities for adventure, exploration and discovery for all members of our community

Provide opportunities for girls from diverse backgrounds who would benefit from a St Mary's Calne education



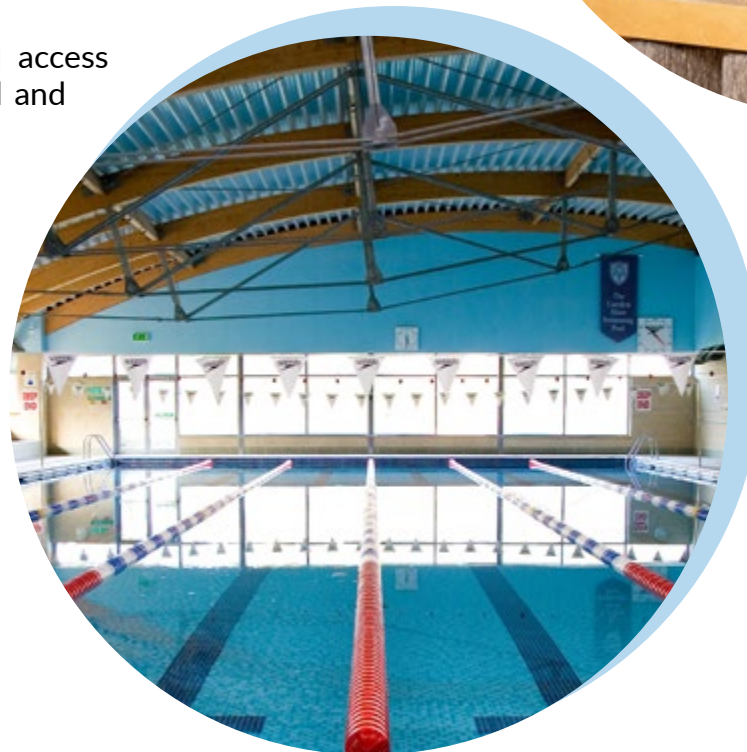
BENEFITS OF WORKING AT ST MARY'S CALNE

St Mary's Calne offers an enriching working environment within the beautiful Wiltshire countryside, with easy transport links to Bristol, Bath and London. The school is set in its own attractive 24 acre grounds, shared with St Margaret's Prep School.

The benefits of working at St Mary's include:

- Competitive salary, based on the school's own pay scale.
- Generous Pension Scheme (currently TPS or APTIS with equivalent benefits).
- Excellent and tailored continuing professional development within the department and across the school.
- Highly motivated pupils taught in small groups.
- Discounted membership of the on-site [St Mary's Calne Sports Club](#) which offers a variety of fitness classes including yoga, pilates, zumba and spinning, as well as use of the gym and pool.
- School Fee remission for daughters educated at St Mary's Calne (day or boarding for ages 11-18), and for sons or daughters educated at [St Margaret's Prep School](#) (day school and nursery for ages 2 to 11).
- Complimentary meals in the Dining Hall during term time.
- Free on-site parking.
- Employee Assistance Programme offering free services and access to experts to aid professional and personal life, such as legal and finance advice, and health, well-being and medical support.
- Access to [the School Library](#) and the School Shop.

St Mary's Calne is an HMC member School. HMC schools are world-leading independent schools. To find out more about what it's like to teach at an HMC school, visit: www.hmcteachingcareers.org.uk



EXPECTATIONS OF ACADEMIC TEACHING STAFF

Most importantly, we are looking for an enthusiastic, energetic and well-qualified teacher who will inspire their pupils and who can engage sympathetically with young people. They will: make an active contribution to the department; stretch pupils of all abilities to achieve their potential; encourage pupils to learn by making the subject taught both interesting and accessible; be innovative and dynamic in order to ensure the effective delivery of the curriculum. Our pupils' success in acquiring new abilities, skills and understanding depends crucially upon the quality of teaching which we are able to offer.

St Mary's School has an innovative approach, incorporating Connected Teaching and Learning. This is based around four pillars.

Connected across subjects: developing interdisciplinary thinkers with the ability to transfer skills and knowledge.

Connected digitally: using IT to enhance learning.

Connected with teachers: to foster a love of learning.

Connected with the wider community: collaborating with universities, other institutions and professionals to create opportunities for real world learning.

These four pillars are connected to our broader academic philosophy of 'Academic Buoyancy', the capacity to overcome setbacks, challenges, and difficulties that are part of everyday academic life. By fostering academic buoyancy pupils will leave St Mary's with five key strengths that will prepare them for the academic and wider challenges beyond school: Confidence, Coordination, Control, Composure, Commitment.

All members of staff are expected to commit to the boarding ethos of the school which includes supporting the extra-curricular life, as well as taking on the role of a House tutor within a boarding House on one evening a week. This provides a key interface between the specific academic work of the classroom and the broader life of the boarding community.

In particular at St Mary's, we pride ourselves on our focus on the needs of individual girls. This is underpinned by the tutorial system in which all members of the academic staff play a full part, looking after a number of Tutees in different year groups; these tend to be drawn from the particular House in which each member of staff tutors.



TEACHING STAFF

ROUTINE DUTIES AND COMMITMENTS

St Mary's School holds all teaching staff to the highest standards in accordance with DfE guidance on teacher standards:

'Teachers make the education of their pupils their first concern, and are accountable for achieving the highest possible standards in work and conduct. Teachers act with honesty and integrity; have strong subject knowledge, keep their knowledge and skills as teachers up to date and are self-critical; forge positive professional relationships; and work with parents in the best interests of their pupils.'

In addition, a full-time member of teaching staff can expect:

- To teach 20 lessons per week; staff are expected to be in school for 28 out of a total 33 lessons so they are available for cover and other duties) this allows staff to have a morning and afternoon off). Part-time staff members are expected to be in school for the same proportion of non-contact time as teaching time.
- To be on the premises to check pigeonholes and daily information boards before the start of school.
- To check email at several points during the day.
- To set and mark work in accordance with Departmental guidance.
- To invigilate, set and mark internal exam papers.
- To prepare girls for public examinations as appropriate.
- To write reports and grade sheets in accordance with the guidance issued by the Deputy Head Academic.
- To be a Tutor to a number of girls up to a maximum of eight (though this does not apply to a HsM).
- To take a share in cover and other duties.
- The equivalent of one day off per week, made up of either one full day or two half days (e.g. one Saturday morning and an afternoon). However, staff should be in school on the first and last day of term, even if this falls on their allocated day off.
- To be a House Tutor with an evening duty once a week (though this does not apply to a HsM).
- Evening, weekend and other duties allocated by the Senior Deputy Head or Deputy Head Pastoral.
- To be in school for the part weeks at the beginnings and ends of terms as CPD frequently takes place at this time.
- To be a member of a Company and attend Company events.
- Cover for absent colleagues as required.
- A salary will be paid at the appropriate point on the St Mary's Pay Scale. For all new members of staff, the first six months of employment is a trial period for both parties. The normal one term's notice to terminate the contract is not applicable until after that period.



All members of staff are expected to have proper regard for the school's safeguarding policy and procedures, including update training.

The above applies to part-time teaching staff on a pro-rata basis.

THE ECONOMICS DEPARTMENT

The aim of the Economics Department is to provide an enriching and engaging education. Economics is currently a very popular A Level option.

The success of the department is built upon a foundation of inspirational teaching and learning, effective questioning, insightful feedback and empowering girls to make a habit of being successful. We strive to help girls to develop a love of Economics by developing a relational understanding of economic ideas, by exploring how those ideas can illuminate everyday life and by using economic insight to propose and evaluate solutions to real-world problems.

Lessons are one hour long and at A Level girls have six lessons per week. There are currently two groups in LVI and UVI. There are currently two teachers; the Head of Department (a full-time Economics teacher) and a Teacher of Mathematics and Economics (teaching 1/3 Economics).

We follow the AQA specification and our results are very good: in Summer 2023 our girls achieved 8% A*; 63% A*-A; 92% A*-B and 100% A*-C. Our girls are very enthusiastic and engaged; many go on to study Economics at top universities. In recent years we have had girls go on to study PPE at Oxford, Economics and Land Economy at Cambridge, as well as many other highly regarded institutions.

We encourage girls to enter a range of Economics competitions and they are often successful, such as Runner Up in the IEA Essay Competition, Highly Commended in the RES Young Economist of the Year competition and Top 3 in the LSE Economics Society Essay Challenge. Furthermore, the Department runs the Young Enterprise Company Programme, through which LVI girls learn about business by creating their own company. In recent years the girls have won many awards for this, including competing at the National Final in 2017.

The department is very well resourced with an excellent range of materials, from textbooks to a wide array of subscriptions, library books and online resources.



PERSON SPECIFICATION

Qualifications, skills and experience

- A strong academic background and a good honours degree in Economics or a related subject.
- Up to date knowledge of subject developments for pupils 11-18.
- Qualified Teacher Status (desirable).
- An empathetic, enthusiastic and well-presented person, capable of inspiring confidence in pupils, parents and staff.
- Ability to: work flexibly to fulfil the requirements of the post; prioritise; work calmly under pressure and respond positively to changing demands.
- Excellent interpersonal and communication skills with very good written and spoken English.
- Excellent organisational and time management skills; competency in the use of ICT for administration and teaching purposes.
- An understanding of the expectations, ethos and aims of a full boarding school.
- Committed to the safeguarding and wellbeing of children and young people.

Desirable requirements

- Experience of preparing pupils for Oxbridge entrance.
- Awareness of the requirements of the relevant A Level specifications.



FURTHER DETAILS AND HOW TO APPLY

Research tells us that applicants (especially those from under-represented groups) can be put off from applying for a role if they do not meet all the criteria. If you think you would be a good match for this role and can demonstrate some transferable experience please apply, regardless of whether you tick every box.

Further information about the school may be viewed on the website:

www.stmaryscalne.org

In order to ensure that all applicants are assessed equally and fairly, and to ensure compliance with our safer recruitment procedures, applications will only be accepted on a school application form which can be downloaded from the Vacancies page of the school website or can be sent on request from:

Mrs Karen Turner

Email: teacher.recruitment@stmaryscalne.org

St Mary's School, Calne, SN11 0DF

Tel: 01249 857 200

A fully completed application form, together with a covering letter explaining your suitability and/or vision for the role, should be sent to the above email address.

Receipt of an application will be acknowledged as soon as possible.

Closing date for applications: Midday, Wednesday 31st January 2024

Proposed interview date: Wednesday 7th February 2024

All members of staff are expected to have proper regard for the school's safeguarding policy and procedures which includes undertaking necessary training. An enhanced DBS check is required for every member of school staff, this will be carried out by the school on appointment of a new staff member. For information, extracts from the school's Child Protection policy are appended on the final page of this document.



EXTRACT FROM ST MARY'S CALNE

CHILD PROTECTION POLICY

St Mary's Calne fully recognises its responsibilities for Child Protection.

We are dedicated to safeguarding and promoting the welfare of our boarders and day girls, regardless of age, ability, race, culture, religion, sexuality or background. We follow the child protection procedures set out by the Wiltshire's Safeguarding Vulnerable People Partnership and have regard to statutory guidance issued by the Department for Education Keeping Children Safe in Education, 2023 and are aware of our obligations under the Human Rights Act 1998 and Equality Act 2010. Our child protection policy takes full regard to Working Together to Safeguard Children 2018 (WT), What to do if you are Worried a Child is Being Abused (2015) and the National Minimum Boarding Standards (2022).

At St Mary's Calne we have a 'Nominated Governor' to take leadership responsibility for the school's safeguarding arrangements.

What is safeguarding?

Safeguarding can be defined as promoting the physical and mental health, safety and welfare of all pupils.

Safeguarding is the responsibility of all adults, especially those working or volunteering with children. The school aims to help protect the children in its care by working consistently and appropriately with all relevant agencies to reduce risk and promote the welfare of children.

Staff:

- are advised to maintain an attitude of 'it could happen here' as far as safeguarding is concerned
- should always act in the best interest of the child.

What is child protection?

Child protection is a part of safeguarding and promoting welfare. This refers to the activity which is undertaken to protect specific children who are suffering, or at risk of suffering, significant harm.

