



The Collegiate Trust  
Exceptional Education for All



TEACHER OF ECONOMICS & BUSINESS STUDIES

The Quest Academy



Application Pack

# The Quest Academy

Role Location	The Quest Academy, Farnborough Avenue, South Croydon CR2 8HD		
Salary	£34,514 - £51,179	Grade	TCT1 - TCT 14
Details	Full-time (Part time considered)		
Start date	6 <sup>th</sup> January 2025		
Application Closing Date	30 <sup>th</sup> September 2024 at 9:00am		

## A message from the CEO

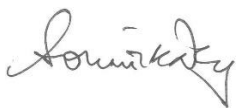
Thank you for your interest in joining *The Collegiate Trust*. I hope that this information pack will help you to learn more about our fantastic family of schools and the exciting prospect of joining us.

*The Collegiate Trust* is a dynamic place to work. Our mission is to collaborate to deliver an *exceptional education for all* and our culture of ambition is focussed clearly on our people and their learning. It is this culture which leads to the high academic standards and the enviable reputation that *The Collegiate Trust* is known for. I am very proud of what we do and what we have achieved at the Trust, and I hold the highest aspirations for what we will achieve in the future.

Since 2015, our Trust has been growing and, today, we are a family of 8 schools with c.6000 pupils and 800+ employees. We take our responsibility as an employer very seriously, always striving to do best by our staff and focusing on wellbeing, development and achievement.

We would be delighted to receive an application from you if you feel that this role and our Trust may be right for you.

Yours sincerely



Mr Soumick Dey  
Chief Executive Officer



## Why work with us? The benefits

At TCT, we understand that your time, wellbeing, career opportunities and work-life balance are key things you will look for when choosing where to work. We work hard to continually develop what we offer, striving to be recognised as an employer who looks after all our employees.

On top of our proactive and supportive approach to employee wellbeing and development, we offer a range of additional employee benefits. Please click [HERE](#) to see more detail about some of the fantastic employee extras we offer.

We have a comprehensive CPD programme, designed to ensure all staff in all roles have the opportunity to grow and develop in their career. Our appraisal process ensures that each and every member of staff is flourishing. Whether you are at the very beginning of your career or are looking to develop your experience, a school within *The Collegiate Trust* is a great place for professional growth. ECTs and Apprentices benefit from a focused induction period, prior to appointment, and a well-established programme of support throughout the year, whilst more experienced colleagues have many opportunities to develop skills and extend their professional learning through an extensive and varied programme of professional development.

We are an inclusive and supportive trust who understands that our employees have commitments beyond work. We have a generous approach to flexible working, annual leave, compassionate leave and supporting our staff in times of difficulty. Your wellbeing is of utmost importance to us!

## An introduction to the role

### A message from the Head of School

We are seeking a teacher who is passionate about teaching Economics & Business Studies and is able to share this enthusiasm with their students so they develop a genuine love of the subject. You will need to be a teacher who is capable of building strong relationships with students and families to help maximise this enthusiasm and thirst for learning.

The successful candidate will be a specialist *Economics & Business Studies Teacher*, who either holds QTS, or will do before the role begins. The position is open to Early Career Teachers, or more experienced colleagues.

Through this role you will deliver exceptional teaching and learning which ensures the rapid progress of students. To do this you will benefit from our excellent structures for managing behaviour and ensuring disruption free classrooms. In Economics & Business Studies, we teach students from Year 10 to Year 13. You will benefit from training in, and contribute to, up to date teaching pedagogy.

You will also join one of our three Houses or Quest6 as a Form Tutor and through this vital role help students settle for the day and develop the learning attributes required to engage in active learning.

The job description and person specification shown in this pack will give you a good indication of who we are looking for, including the skills and experience of our ideal candidate.

I would be delighted to receive an application from you if, upon consideration, you feel that this role and The Quest Academy may be right for you. To submit an application, please complete the form at [TES Online](#). If you have any further questions about this post, I would be pleased to speak with you; please feel free to contact me at [tbeecham@thequestacademy.org.uk](mailto:tbeecham@thequestacademy.org.uk).

**Mr T Beecham**  
**Head of School, The Quest Academy**

## About The Quest Academy



At The Quest Academy we have created a disciplined environment with well-behaved children. Levels of attendance are above the national average because our students enjoy coming to school and we have very well-crafted systems of support in place to make sure that the Academy runs efficiently. We are oversubscribed and results over time are very strong in all key stages. We believe in the broadest and richest educational experience, and we have a highly developed and universal enrichment offer, numerous trips and visits, a wide range of clubs and societies, sports fixtures and a thriving Duke of Edinburgh award scheme.

We believe we are outstanding in the support we provide for staff development. We have achieved the 'CLPD Gold Mark' for our professional development work and we run in-house training sessions every week to update and further our colleagues' skills. We are also very fortunate to occupy a stunning 17-million-pound building with extensive grounds which we moved into in 2014. Every part of the school is new and across the campus we have invested in nearly one million pounds of cutting-edge IT equipment to support all aspects of Academy life. The Academy is committed to ensuring that each student succeeds academically and personally. Our motto, *Learning Changes Lives* reflects our belief in the importance of our work. We are committed to making sure that every student makes outstanding progress. We have high expectations of every student, offer the best quality teaching and insist on the highest standards of behaviour and respect.

Strong moral values underpin the ethos of The Quest Academy. We welcome students from a wide range of cultural and faith (or non-faith) backgrounds and expect all families to value and support the moral values at the heart of all aspects of life at the Academy. We foster understanding, tolerance and mutual respect whilst producing confident, capable and respectful young people. At all times, we aim to create an environment that nurtures and develops:

- Integrity
- Compassion
- Respect
- Tolerance
- Kindness
- Courage
- Generosity
- A life-long love of learning



These values make the Academy a positive and inclusive community in which all students feel safe, valued and part of the family. Students at The Quest Academy's 6<sup>th</sup> Form, Quest6, have excelled across the range of courses that are on offer.

In addition to academic excellence, Quest6 is a positive, rich and innovative learning environment where every student can achieve excellence in all that they do, in the classroom and beyond it. We offer a wide range of enrichment activities to extend learning in a range of contexts and promote leadership, teamwork, reflection, confidence and high self-esteem.

**You can find out more information about The Quest Academy on our website:**

[The Quest Academy | Part of The Collegiate Trust](#)

## About The Collegiate Trust

TCT has grown out of *Riddlesdown Collegiate*, a large, **outstanding** (OFSTED, March 2023) secondary school in Croydon with a longstanding reputation for high standards and an exceptional education. Since 2015, our Trust has been growing and, today, we are a family of 8 schools with c.6000 pupils and 800+ employees. The planned addition of a further secondary school will bring our Trust to c.7000 pupils and c.1000 employees.

Our strong culture of ambition is focussed clearly on **PEOPLE** and **LEARNING**. We ensure that the best interests of all those in our communities are always at the heart of our decision-making.

The work of *The Collegiate Trust* is informed by our core values: **Ambition and Collaboration**, leading to **Achievement and Enjoyment**.

There are three particular themes that drive our work and can be described as our *keys to success*:

**Partnership** – We work hard to cultivate strong professional relationships with each other, with our pupils, with their families and the wider community as we see this as the foundation on which our Trust is built.

**Progress** – To us, progress means much more than academic improvement. We place a great focus on personal and professional growth for all members of our community and it is this emphasis on continuous improvement which means we deliver an Exceptional Education for All.

**Preparation** – Whether for the next stage of education, for work or for a future that is uncertain, it is our view that the prime purpose of school is to prepare young people for the rest of their lives. It is our intention to prepare all pupils to achieve their goals and to go on to enjoy happy and successful futures.

You can find out more information about our Trust on our website:

[The Collegiate Trust | Exceptional Education for All \(tct-academies.org\)](https://www.tct-academies.org)



# What will I be doing?

## Job Description and Details

<b>Contract:</b>	Permanent, Full-time
<b>Hours:</b>	32.5 hours per week
<b>Location:</b>	The Quest Academy
<b>Reporting to:</b>	Team Leader of Mathematics, Economics & Business Studies

**Purpose of the Post:** Ensuring that the areas of Academy life for which I am responsible contribute to outcomes above expectations for all Academy students, especially in the standards they attain and the progress and achievement they make.

Understanding, operating and developing the ethos of the Academy so that it becomes a centre of excellence where mutual respect, tolerance, care and support are evidenced in all of the Academy's activities and that this in turn ensures that everybody takes pride in all aspects of the Academy's work.

### Main Responsibilities

#### Teaching and Learning

- Manage student learning through effective teaching in accordance with the Faculty's schemes of work and policies.
- Use a variety of methods and approaches to match curricular objectives and the range of student needs, and ensure equal opportunity for all students.
- Set homework regularly, (in accordance with the Academy homework policy), to consolidate and extend learning and encourage students to take responsibility for their own learning.
- Work with AEN staff and support staff (including prior discussion and joint planning) in order to benefit from their specialist knowledge and to maximise their effectiveness within lessons.
- Support individual learning, reviewing student outcomes regularly.
- Work effectively as a member of the Faculty team to improve the quality of teaching and learning, by contributing to the Faculty Development Plan and implementing and monitoring change.
- Implement new initiatives, Academy, local or national, by adapting classroom procedures accordingly, monitoring progress and reflecting on pedagogical outcomes.
- Set high expectations for all students, to deepen their knowledge and understanding and to maximise their achievement.
- Use positive management of behaviour in an environment of mutual respect that allows students to feel safe and secure and promotes their self-esteem.
- Assess students' work systematically and use the results to inform future planning, teaching and curricular development.
- Contribute towards the implementation of IEPs as detailed in the current SEN Code of Practice
- Keep an accurate register of students for each lesson. Unexplained absences or patterns of absence should be reported immediately in accordance with the Academy policy.

#### Subject Knowledge and Understanding

- Have a thorough and up-to-date knowledge and understanding of the curriculum and specifications for examination courses.
- Keep up-to-date with research and developments in pedagogy.
- Contribute to the effective use of subject resources, including evaluation of new materials and equipment.
- Keep up-to-date with technological change and the use of technology to enhance delivery, and student access, to the subject.

#### Professional Standards and Development

- Be a role model to students through personal presentation and professional conduct.
- Arrive in class, on or before the start of the lesson, and begin and end lessons on time.

- Be familiar with the Academy and faculty handbooks and support all the Academy's policies
- Establish effective working relationships with professional colleagues and support staff.
- Be involved in extra-curricular activities such as making a contribution to clubs and visits.
- Maintain a working knowledge and understanding of teachers' professional duties as set out in the current Academy Teachers' Pay and Conditions document, and teachers' legal liabilities and responsibilities relating to all current legislation, and the role of the education service in protecting children.
- Liaise effectively with Parent/Carers and with other agencies with responsibility for students' education and welfare.
- Be aware of the role of the Governing Body of the Academy and support it in performing its duties.
- Be familiar with and implement the relevant requirements of the current SEN Code of Practice.
- Consider the needs of all students within lessons (and implement specialist advice), especially for those who have SEN, are more able and/or are not yet fluent in English.

### **Health and Safety**

- Be aware of the responsibility for personal Health, Safety and Welfare and that of others who may be affected by your actions or inactions.
- Co-operate with the employer on all issues to do with Health, Safety and Welfare.
- Have an understanding of visits' procedures and the relevant actions to take when planning out of Academy activities.

### **Continuing Professional Development**

- In conjunction with the line manager, take responsibility for personal professional development, keeping up-to date with research and developments in teaching pedagogy and changes in the curriculum, which may lead to improvements in teaching and learning.
- Undertake any necessary professional development as identified in the Academy Development Plan taking full advantage of any relevant training and development available.
- Implement and develop pedagogic procedures introduced through Academy, local or government initiatives.
- Implement the use of new technologies that enhance teaching and learning.
- Participate in leadership, peer and self-monitoring and evaluation schemes, responding to, and acting upon, advice and guidance received.
- Carry out reflective practice exercises to move classroom practice, teaching and learning, forward.
- Use 'gained time' by revising teaching, learning and curriculum materials in readiness for the new academic year; participate in collaborative planning sessions; provide additional student support or any activity directed by the Head of School.
- Contribute to Faculty development by sharing professional learning, expertise and skills with others in the team, through training activities such as coaching and mentoring.

### **Other Requirements**

- To promote and safeguard the welfare of children at the Academy.
- To maintain confidentiality at all times.
- To be aware of and adhere to all Academy policies and procedures.
- To carry out any other duties as may be reasonably required by the Head of School
- To work in support of the Academy Improvement Plan.
- To take time to read notices, keep to deadlines and carry out duties to the best of your ability.
- The above is not an exhaustive list and the successful applicant may be required to carry out additional duties as required by the role.

**N.B:** Every Subject Teacher will be expected to have pastoral responsibilities - detailed separately.

## Why am I right for this job?

We know that some people may not have 100% of the things we might think we want for a role but can make an EXCELLENT addition to our team and bring new things to the table that we may not have considered. If you think your skills and experience make you a good fit for this role, please do not be put off if you do not match 100% of the desired criteria! The notes should help you see if something is absolutely essential for you to be considered.

### Person Specification

<b>Qualifications</b>	<b>Notes</b>
An honours degree (2:2 or better preferred)	Essential
Qualified Teacher Status	Essential
Evidence of further professional development where appropriate	Desirable where appropriate
<b>Experience</b>	
Experience working with young people of a range of ages and abilities	Essential
Evidence of making an effective contribution to a team	Essential
Regular engagement with up to date teaching pedagogy	Essential
<b>Skills and Attributes</b>	
Ability to deliver high quality teaching & learning over time to all students in the subject area	Essential
Ability to be an effective Tutor	Essential
Capacity to work alongside colleagues, contributing effectively to overarching aims and priorities	Essential
Ability to quickly establish and maintain positive relationships with students, staff and families	Essential
Ability to demonstrate and promote good practice in line with the ethos of The Quest Academy	Essential
Understanding of safeguarding issues and promoting the welfare of children and young people	Essential
Well-developed communication skills, including high level of written and oral literacy and competent ICT use	Essential
Suitability to work with children	Essential
Potential for professional progression	Desirable

All our staff MUST be able to fulfil to following criteria:

- Undergo a full enhanced Disclosure and Barring Service check (which will confirm there has been no criminal activity that means you might be unsuitable to work with young people)
- Right to work in the UK
- Be medically suitable and safe to fulfil the role
- Provide 2 references that support your application, one of which must be your most recent employer (unless this is your first ever job, in which case please contact us to agree alternatives)



## How to Apply

If you feel that this role and our school may be right for you, we would very much like to receive your application.

To apply, please use the [TES application form](#), attaching where requested a statement of no more than two sides of A4, identifying clearly how you meet the Person Specification.

If you have any queries or would like an informal discussion about the role, please do not hesitate to contact us at [HR@tct-academies.org](mailto:HR@tct-academies.org).

***The Collegiate Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers, online searches and the *Disclosure and Barring Service*. Appointment will be dependent upon further health, medical, safeguarding and attendance checks.***