



Application pack for the post of:

## Head of Social Sciences MPS + TLR 2.1

Psychology or Economics specialist required

**Closing date:** Midnight on Sunday 7 March 2021

**Interviews:** Week commencing 15 March 2021

*"In Christ we flourish"*

Saint Gregory's, Bath  
Combe Hay Lane, Bath, BA2 8PA  
T 01225 832873  
[www.st-gregorys.org.uk](http://www.st-gregorys.org.uk)

# Welcome

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Dear Prospective Applicant

Thank you for your enquiry regarding the post of **Head of Social Sciences** at Saint Gregory's, starting **September 2021**. This is a new and exciting role that reflects the development of this highly regarded curriculum area at our school in recent years.

The Social Sciences currently sit across our Science, Mathematics and Humanities faculties however, we are now seeking to establish this specialism with its own identity and require a forward-thinking, ambitious leader with exceptional subject knowledge who can join our team to manage success across these exciting and popular disciplines. The successful candidate will be either an Economics or Psychology professional, capable of teaching students in their specialist subject area whilst setting exemplary academic and teaching standards across the Faculty.

The Social Sciences Faculty will encompass the Key Stage 4 provisions of OCR Cambridge National in Child Development and OCR Cambridge National in Enterprise & Marketing. At Key Stage 5 we offer A Levels in Psychology, Sociology, Business and Economics. This is a permanent, full time contract and will involve teaching to students across the Key Stages in their specialist subject area.

Saint Gregory's is an over-subscribed high achieving school with a national reputation for excellence. Our most recent Ofsted and Diocesan inspections judged us to be outstanding in every area and we are committed to maintaining and developing that high standard.

As a Catholic school we provide our students with a moral compass based on Catholic Social Teaching that supports their growth and development. It is essential that our students are encouraged to have enquiring minds, ask questions and form their own opinions. The pastoral care at Saint Gregory's ensures that our students grow into well-rounded, reflective, caring and thoughtful young people, ready to take their place in society.

We are an inclusive school that places the student at the heart of everything we do. As a Catholic school our values are explicitly Christian, however you do not have to be of the Catholic faith to apply for this post.

There is a warm, welcoming family atmosphere at Saint Gregory's that underpins our culture as a school. Teamwork is at the heart of everything we do and by working together we aim to provide the very best opportunities for all our students and staff.

If you possess the necessary skills and experience and would like to apply for this post, please submit your application by midnight on **Sunday 7 March 2021**. Interviews will be held week commencing 15 March 2021. If you would like to arrange a confidential discussion prior to application please do not hesitate to contact me via email to [gormleys@st-gregorys.org.uk](mailto:gormleys@st-gregorys.org.uk).

Yours faithfully

Ms A Cusack  
**Headteacher**

# *Mission Statement*

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“As a Catholic school, our inspiration is Jesus Christ. We therefore promote the dignity and well-being of every child and ensure that they flourish with us in a safe, happy and enriching environment.

We believe that everyone is gifted and called by God to fulfil some definite service for the greater good of society. We will help our students to discover their vocation in life, to achieve their full potential and to use their gifts for the greater glory of God.”

Mission Statement, approved by the Governing Body

# Head of Social Sciences (Economics or Psychology specialist)

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**Post:** Head of Social Sciences to start September 2021  
**Contract type:** Full time, permanent contract  
**Salary:** MPS + TLR 2.1 (£7,017 as at 1 September 2021)  
**Closing date:** Midnight on Sunday 7 March  
**Interview date:** Week commencing 15 March

This is an excellent opportunity for a talented and enthusiastic Economics or Psychology specialist to lead our newly established Social Sciences Faculty and take their next career move in a high-performing and oversubscribed school. We are seeking to appoint an ambitious and well-qualified colleague to lead the faculty and influence the strategic development of these highly regarded and popular subjects.

Saint Gregory's is a popular 11-18 co-educational school, founded on Catholic Christian values and with a strong family and community ethos. These values are the foundation of learning for our students, providing them with an academic start to life that is supportive, nurturing and inspiring. Saint Gregory's has a well-deserved reputation for academic excellence, outstanding pastoral care and an excellent enrichment programme. Our most recent Ofsted and Diocesan inspections judged us to be outstanding in every area and we are committed to maintaining and developing that high standard.

The successful candidate will be an inspirational teacher who will maintain and enhance our very high academic standards. Applications are welcomed from those wishing to further develop their teaching career with leadership responsibilities in a supportive, forward-thinking and outstanding school.


## **Candidates must be able to demonstrate:**

- A track record of exceptional Economics or Psychology teaching at Key Stage 5
- The ability to teach OCR Cambridge Nationals in Enterprise and Marketing or Child Development at Key Stage 4
- Experience of leading academic success at Key Stages 4 and 5
- Innovative teaching styles to reflect the nature of these dynamic subjects
- Strong leadership skills with the ability to demonstrate successful strategic capability
- Outstanding subject knowledge
- The ability to inspire excellence in students and colleagues
- Enthusiasm and motivation for exemplary teaching and learning

## **In return the successful candidate can expect:**

- A comprehensive Induction Programme
- Outstanding professional support at every stage of your career
- A strong Continuing Professional Development programme to develop you as an outstanding teacher
- A supportive Senior Leadership Team
- Opportunities to work in a dynamic and supportive faculty with excellent facilities
- Access to the Teachers' Pension Scheme
- A positive student body who love learning

For an open conversation about the role please contact Mrs S Gormley, PA to the Headteacher, by email at [gormleys@st-gregorys.org.uk](mailto:gormleys@st-gregorys.org.uk) to arrange a suitable time.



*"Saint Gregory's is simply the best school in every possible way. My children have gone from strength to strength due to excellent teaching and pastoral care. They are confident, capable, well-rounded and above all, happy."*

Parent

# About Saint Gregory's

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Saint Gregory's is a Catholic voluntary aided secondary school which was established by the Diocese of Clifton. It primarily serves designated Catholic parishes in Bath and North East Somerset, North West Wiltshire and the north of the County of Somerset and admits students of 11-18 years. We are a popular co-educational school, founded on Catholic Christian values and with a strong family and community ethos. These values envelop the learning of our students, providing them with an academic start to life that is supportive, nurturing and inspiring. Saint Gregory's has a well-deserved reputation for academic excellence, outstanding pastoral care and an excellent enrichment programme.

In 2019 we were recognised once again as an 'Outstanding' secondary school in our Section 48 Diocesan Inspection, highlighting our school as a flourishing educational community where every child is valued and encouraged to grow as individuals.

Our GCSE and A Level results are excellent and not just in raw terms but also in the context of value-added. Such measures seek to identify the progress that every child makes during his or her time with us and show that our students make outstanding progress.

The achievement of our students consistently places our school as one of the top achieving state schools in the country. Students leaving Saint Gregory's progress to some of the very best academic institutions including Oxford, Cambridge and the Russell Group but, more than this, they leave having acquired the academic success, confidence and skills they need to continue their educational or career journey of choice.

We are located at the southern gateway to the World Heritage City of Bath with beautiful views towards the Severn Estuary and over Bath. Access to the school is easy as it is on main bus routes and next to the Odd Down Bath Park and Ride terminus.

The World Heritage City of Bath itself needs little introduction. Over four million tourists a year come to visit its many attractions such as its Georgian architecture, its festivals, theatres, museums, restaurants and shops. It boasts excellent schools, rugby and football teams and Olympic standard training facilities at the University of Bath.

In 2017 Bath was named as the safest place to live in the UK. It is also a regular feature of the Sunday Times and Telegraph lists for best places to live in the UK, offering a very high quality of life. In 2018, it was named as the best UK city to raise a family by Money Supermarket.

Bath is served by many attractive towns and villages, and our staff and students come from diverse locations.

# The Social Sciences Faculty

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The faculty is currently spread across the Mathematics, Humanities and Science Faculties with subject specialists teaching across the disciplines of:

- Business
- Economics
- Sociology
- Psychology

From September 2021 these subjects will be brought together under the umbrella of the newly created Social Sciences Faculty.

## **Business & Economics**

At KS4 students are offered the opportunity to study OCR Cambridge National in Marketing and Enterprise. Business Studies and Economics are taught at KS5 with students following the A Level AQA Specifications. Taught in the Gateway Building, students have access to state-of-the-art facilities and lecture style teaching rooms to prepare them for further academic study and careers post-18. Teaching is further enhanced with a range of relevant trips and partnerships with local businesses.

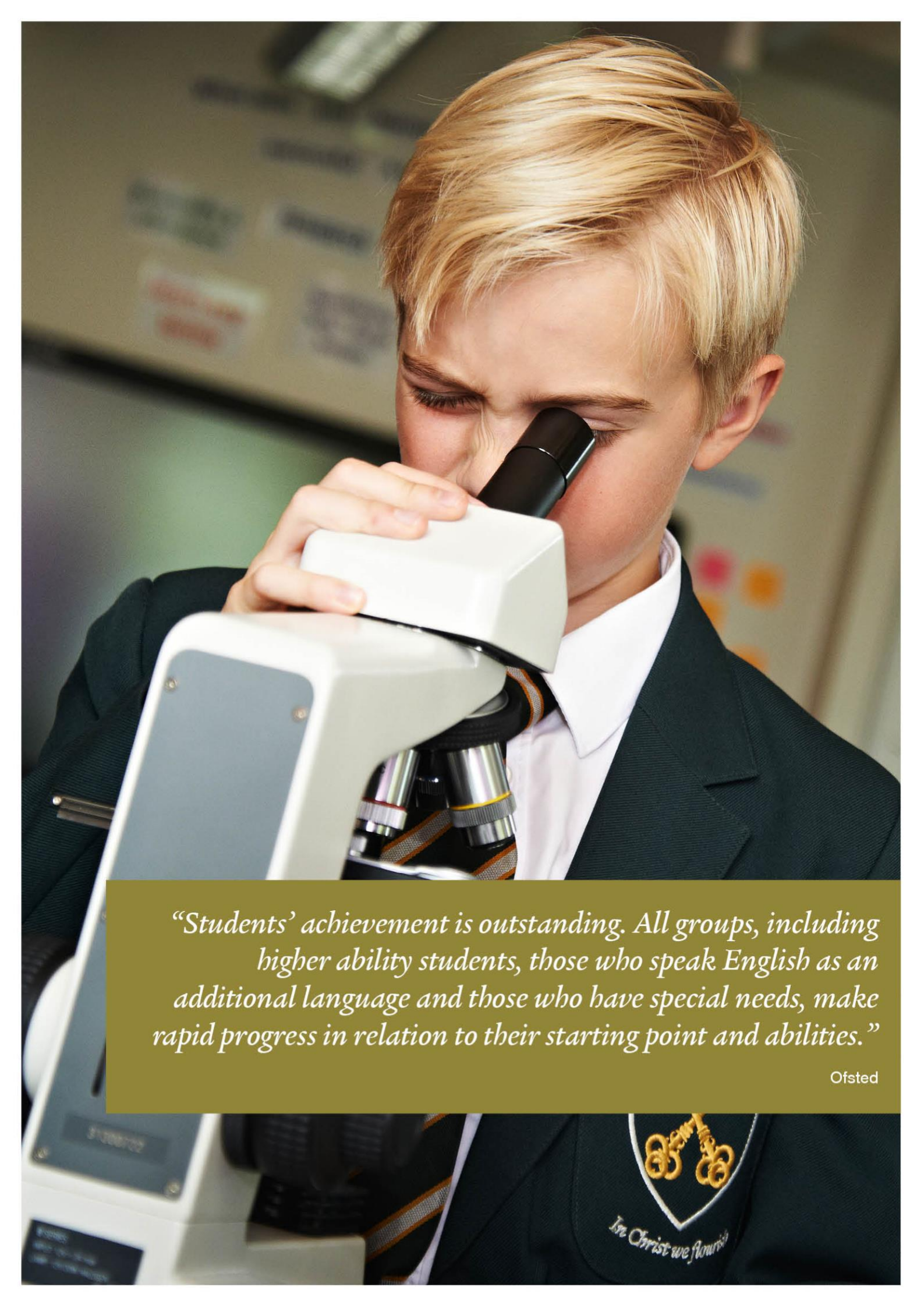
## **Psychology & Child Development**

At Key Stage 4 students are offered the opportunity to study OCR Cambridge National in Child Development. Psychology is taught at Key Stage 5 with students following the A Level AQA Specification. Taught in the Gateway Building, students have access to state-of-the-art facilities and lecture style teaching rooms to prepare them for further academic study and careers post-18. Teaching is further enhanced with a range of relevant trips and partnerships with local businesses.

## **Sociology**

Sociology is taught at Key Stage 5 with students following the A Level AQA Specification. It is a highly regarded and popular A Level course, enhanced with a range of relevant trips and partnerships with local businesses.

We require an outstanding and confident leader, with exceptional subject knowledge, who can join our team to manage success across these exciting and popular disciplines.



*“Students’ achievement is outstanding. All groups, including higher ability students, those who speak English as an additional language and those who have special needs, make rapid progress in relation to their starting point and abilities.”*

Ofsted

# Job Description

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This job description should be read in conjunction with the professional duties set out in the School Teachers' Pay and Conditions Document, the governors' Pay Policy and Performance Management Policy including the Teaching Standards.

## Key Areas of Responsibility

### 1. Core Purpose

- 1.1 To actively support and promote the school's vision and values as outlined in the Mission Statement.
- 1.2 To lead and implement a Faculty Mission Statement.
- 1.3 To be accountable for leading, managing and developing the curriculum across all Social Science disciplines and at all key stages, as appropriate.
- 1.4 To raise standards of student attainment and achievement within the whole curriculum area and to monitor and support student progress across all key stages.
- 1.5 To be accountable for the academic progress, attainment, intervention, safety, wellbeing and of each student within the faculty.
- 1.6 To develop and enhance consistently effective high-quality teaching and learning in the subject area and to develop and enhance the teaching practice of others.
- 1.7 To ensure the provision of an appropriately broad, balanced, relevant and differentiated curriculum for students, as appropriate.
- 1.8 To effectively manage and deploy teaching and support staff.
- 1.9 To demonstrate excellent subject knowledge, engaging and supporting learners in academic opportunities.
- 1.10 To support the development of the Social Sciences provision of the school at a strategic level in liaison with Senior Leadership Team (SLT).
- 1.11 To be a form tutor as deployed by the Headteacher.

### 2. Monitoring, Evaluation and Planning

- 2.1 To produce the Faculty's exams analysis annually, identifying strengths and weaknesses of Social Sciences attainment through regular monitoring of provision.
- 2.2 To produce an annual development plan for the faculty which addresses areas of weakness in Social Sciences within the Faculty SEF and is directed to raising standards of student attainment.
- 2.3 To actively monitor and follow up student progress.
- 2.4 To contribute to lesson observations.
- 2.5 To produce reports on student progress, intervention strategies, quality of teaching, student discipline, or curriculum developments as required by the Headteacher and SLT.
- 2.6 To chair faculty meetings as published in the school calendar with a clear focus on quality of teaching and learning, raising attainment, monitoring, evaluation and strategic planning.
- 2.7 To attend meetings of the Curriculum Leaders' Group in order to liaise with other colleagues and to take part in whole school curriculum planning and development.
- 2.8 To attend other meetings as reasonably requested by the Headteacher including SLT meetings and Governors' Committee meetings
- 2.9 To ensure the effective implementation of all school policies.

### 3. Curriculum

- 3.1 To develop appropriate syllabuses/specifications, resources, schemes of work, assessment and teaching and learning strategies in the subject areas.
- 3.2 To develop the curriculum provision in line with the school aims and aspirations and to advise the Headteacher on changes to syllabuses or programmes of study.
- 3.3 To manage the course provisions and physical resources.
- 3.4 To be responsible for the development and delivery of subjects within the Faculty.
- 3.5 To keep up to date with national developments in the subject area, teaching practice and methodology.
- 3.6 To ensure that the spiritual, moral, social and cultural aspects of the curriculum are well covered.
- 3.7 To formulate aims, objectives and strategic plans for the faculty/department which have coherence and relevance to the needs of students and to the aims, objectives and strategic plans of the school.
- 3.8 To ensure that all statutory requirements in Social Sciences are met, especially with regard to citizenship and work-related learning.

### 4. Assessment

- 4.1 To ensure the implementation of the school Learning Policy in the faculty, with particular regard to Assessment for Learning.
- 4.2 To be responsible for the development and implementation of schemes of work and assessments at all key stages, which are appropriately differentiated to meet the needs of students including all groups of learners.
- 4.3 To ensure that subject area targets are met.
- 4.4 To be responsible for preparing and entering students for public examinations in the subject area at the appropriate level at KS4 and KS5.
- 4.5 To be responsible for the organisation and delivery of internal examinations in the subject.
- 4.6 To make use of analysis and evaluate performance data provided and report results of data analysis.
- 4.7 To identify and take actions on issues arising from data, including leading the identification of and intervention with students and students who are falling behind targets.
- 4.8 To ensure effective reporting of student progress to parents and to convene meetings with parents outside of parents' evening when necessary.

### 5. Discipline

- 5.1 To be responsible for behaviour management in the faculty and throughout the school.
- 5.2 To implement the school Behaviour Policy in the faculty and to support colleagues in its implementation.
- 5.3 To create a positive learning environment in the faculty by rewarding and encouraging good behaviour and effective learning.
- 5.4 To arrange suitable sanctions for students who disrupt the learning of others in line with the school Behaviour Policy.

### 6. Professional Development

- 6.1 To undertake the annual performance review of those colleagues you line manage in accordance with the school Performance Policy.
- 6.2 To intervene and support as appropriate when the performance of colleagues is deemed to be unsatisfactory.
- 6.3 To ensure all teachers within the faculty keep abreast of developments, including research and development in the area of effective teaching and learning.
- 6.5 To plan, delegate and evaluate work carried out by the team and individuals.
- 6.6 To work with the Director of Studies and Headteacher to ensure that staff development needs are identified and that appropriate programmes are designed to meet such needs.

- 6.7 To assist the Headteacher and Governing Body in the recruitment and selection of relevant teaching and support staff and to ensure effective induction of new staff within the faculty.
- 6.8 To promote team work to ensure effective working relations and to act as a positive role model.

## 7. Resources

- 7.1 To innovate and disseminate teaching resources to support the curriculum.
- 7.2 When required ensure that appropriate resources are available for subject cover lessons and liaising with the cover teacher/supervisor.
- 7.3 To keep subject information for the curriculum area updated as required for the Curriculum Information booklets and the school website.
- 7.4 To effectively manage the faculty cost centre and provide best value.

## 8. Additional Responsibilities

- 8.1 To lead and develop the extra-curricular and/or enrichment activities in the faculty and across the whole school, including all groups of learners.
- 8.2 To be responsible for the implementation of the school's Health and Safety Policy and for the safety and well-being of students in his/her classes.
- 8.3 To perform, in accordance with any direction which may reasonably be given to you by the Headteacher from time to time, such particular duties as may reasonably be assigned to you (see: STPCD).

## 9. Safeguarding

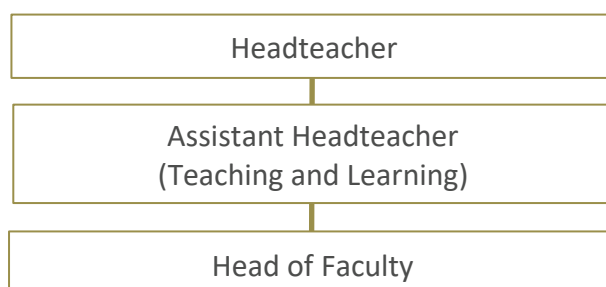
- 9.1 The Governors of Saint Gregory's are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An enhanced certificate from the Disclosure and Barring Service is required for this post prior to commencement.

## 10. Special Notes and Conditions

- 10.1 All employees of Saint Gregory's are expected to be supportive of the Christian ethos of the school, its aims and Mission Statement.

## 11. Organisational Management Chart

- 11.1 This job description will be reviewed annually or more frequently if necessary by the Headteacher in consultation with the post holder.



# Person Specification

Head of Social Sciences	Essential	Desirable
<b>Qualifications and Professional Development</b>		
Qualified teacher status (QTS) or pending	✓	
Good honours degree	✓	
Evidence of relevant and recent CPD	✓	
Further study or post graduate work		✓
Other work with young people		✓
<b>Experience/Knowledge</b>		
Effective Assessment for Learning	✓	
Range of teaching and learning styles	✓	
Specialist knowledge of the National Curriculum up to and including A Level	✓	
Clear understanding of, and ability to implement, personalisation	✓	
Experience of teaching Key Stage 5 Psychology or Economics	✓	
Experience of teaching Child Development or Enterprise & Marketing		✓
<b>Skills and Attributes</b>		
The ability to analyse data, identify patterns and devise meaningful targets	✓	
The ability to promote the school's aims positively	✓	
The ability to establish and develop positive relationships with students, parents/carers, colleagues, governors and the community	✓	
Excellent IT skills	✓	
Excellent management and leadership skills	✓	
Excellent communication skills	✓	
Excellent organisation skills	✓	
Excellent classroom management	✓	
Excellent motivator	✓	
<b>Personal Attributes</b>		
A positive role model for students and staff	✓	
Willingness to listen, reflect and act on feedback	✓	
Supportive of Catholic (Christian) ethos of school	✓	
Emotionally intelligent	✓	
Motivated	✓	
Enthusiastic and positive	✓	
Willing to contribute to the wider life of the school	✓	
<b>Safeguarding Children</b>		
A clear understanding and commitment to safeguarding and promoting the welfare of children and young people	✓	
Ability to form and maintain appropriate relationships and personal boundaries with children and young people	✓	
Appropriate attitudes to the use of authority and maintaining discipline.	✓	



*“Sporting, artistic and dramatic opportunities are outstanding and all students take full advantage of the range of opportunities to develop clear, personal values and to make an impact on school life.”*

Ofsted

# Applications

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**Closing date:** Midnight on Sunday 7 March 2021

**Interviews:** Week commencing 15 March 2021

**Please note that due to the current situation with regard to COVID-19 interviews may have to take place remotely. Full details will be given in the invite to interview letter for shortlisted candidates.**

Applicants are asked to submit their application to:

The HR Department by email to [hr@st-gregorys.org.uk](mailto:hr@st-gregorys.org.uk)

Applications can be made online at [TES.com](https://www.tes.com)

**We are not currently able to accept postal applications at this time.**

No other material (such as testimonials, résumés or CVs) will be considered during the selection process.

For an open conversation about the role please contact Mrs S Gormley, PA to the Headteacher, by email at [gormleys@st-gregorys.org.uk](mailto:gormleys@st-gregorys.org.uk) to arrange a suitable time.

We are an equal opportunities employer and are committed to safeguarding and promoting the welfare of children. We follow safer recruitment practices and appointments are subject to an enhanced DBS check. Details of our CP Policy can be found on our website at [www.st-gregorys.org.uk/useful-information/key-documents](https://www.st-gregorys.org.uk/useful-information/key-documents).

# *Student Creed*

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“ At St. Greg’s, we are a family.  
We walk together in the footsteps of Jesus.  
We are all equal in the sight of God  
So everybody deserves dignity and respect.  
We believe that we are all blessed with gifts  
And called by God  
So let’s do something special,  
Let’s work together for a better future.

In Christ we Flourish.”

Written by the students of Saint Gregory’s, Bath



*Saint* GREGORY'S  
*Bath*

*"In Christ we flourish"*

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