



Welcome

I am delighted that you have expressed an interest in joining Royal Russell School as one of our Teachers of Business.

A leading co-educational independent school in South London, Royal Russell is different by design. We are a family school and we value those things which make each of us distinctively brilliant. Our school motto is '**non sibi sed omnibus**' which translates as 'not for oneself, but for all', and from this, we make a commitment to help every member of our learning community strive for their vision of success.

Our beautiful, green campus offers exciting learning opportunities and first-class facilities for both pupils and staff to develop and flourish. Staff are dedicated to providing a total education and this is reflected in the outstanding academic outcomes of our pupils.

Openness and inclusiveness are integral to the Royal Russell experience and we encourage applications from all communities, so that our staff body reflects our ambitious, open, distinctive and courageous Royal Russell pupil body.

If you are interested in joining a forward looking and successful school, I look forward to receiving your application.



Chris Hutchinson
Headmaster



Our School

Royal Russell is an HMC/IAPS co-educational school with over 1200 pupils between the ages of 3 and 18, situated on a beautiful green campus of 110 acres in South London, with a Junior School, Senior School and 200 pupil boarding community.

We are proud of our day and boarding facilities that rank amongst the best in the UK. Our Prep School, St David's School, is a new addition to the Trust, and provides excellent academic and pastoral care to pupils in Purley.

Our pupils, parents and staff experience a warm and friendly environment with strong pastoral care for every pupil alongside a comprehensive co-curricular and enrichment programme. Our latest ISI Inspection was carried out in September 2022, and we are delighted to report that Royal Russell achieved the top grade of 'excellent' in every aspect.



Teacher of Business

You will be a well-qualified and inspiring teacher with outstanding subject knowledge and a successful track record of teaching Business at GCSE, A-level and/or Level 3 BTEC National. The ability to teach an additional subject (such as Economics or Mathematics) is strongly desired. You should have experience of using a range of teaching and learning strategies, including the use of the Microsoft Office suite, and be able to offer enthusiasm for your subject and excellent pupil results at all levels.

You will join an experienced and supportive team, who have an excellent track record of supporting pupils to achieve outstanding outcomes. Business is one of the most popular subjects in the school. For example, at GCSE it runs in at least three of the four option blocks each year. Last summer, the Business GCSE cohort – on average – performed more than 1 grade higher than their baseline scores. We follow the Edexcel specifications for Business at GCSE and A level as well as offering Level 3 BTEC National as an Extended Certificate or Diploma qualification. Business or Economics related degree courses are amongst our most popular destinations for pupils.

The Business and Economics department consists of 8 members of staff and there is a strong culture of collaboration and support with colleagues going the extra mile to support our pupils to achieve their version of success. This role requires enthusiastic candidates who are committed to developing learning excellence across the department and expanding opportunities for co-curricular activities both within the department and beyond.

We are a friendly, warm and nurturing school and we are committed to doing the very best for our pupils, setting them high expectations in a supportive environment while fostering independent learning and practical skills. You will become a central part of our diverse, enthusiastic and energetic family. The strength of community at Royal Russell is paramount to the success of every individual and we strongly believe that we learn and achieve together. A willingness to contribute to the extra-curricular programme and support the pastoral life of our School is essential.





Key Responsibilities

Learning and Curriculum

- Deliver outstanding lessons using a range of teaching strategies and resources, including digital learning, which meet pupils' needs and are designed to raise levels of attainment
- Deliver high quality learning and teaching in an appropriately broad, balanced, relevant and differentiated curriculum that inspires pupils with a love of the subject
- Deliver lessons in accordance with the department's schemes of work, as indicated by the timetable prepared by the Deputy Head - Learning
- Prepare and develop subject materials to ensure that the curriculum is up-to-date and in line with overall learning objectives
- Use initiative and judgement to identify and adapt content of the teaching, level of depth and teaching method according to the needs of any particular group in line with their educational needs, including pupils with identified needs
- Facilitate and encourage a learning experience that provides pupils with the opportunity to achieve their individual potential, developing ways to encourage, challenge and inspire pupils to apply new knowledge and understanding
- Use a variety of teaching methods to stimulate learning appropriate to pupil needs and the demands of the programme of study
- Monitor and support the overall progress materials
- Assist with the setting and marking of internal exams as directed by the Head of Department
- Engage positively with pupils about their learning, listening to them and development of pupils, building on earlier attainment in order that they meet and exceed their learning objectives and make sustained progress



Learning and Curriculum (cont'd)

- Track pupil attendance, progress, development and attainment on the School's MIS system, ensuring that records are kept up-to-date and accurate at all times and use such information to inform learning and teaching, and pupil reports
- Advise on and contribute to the development of schemes of work and other significant syllabus-related and their feedback
- Set and mark homework in line with departmental and School policy
- Assess pupils in line with relevant examination body requirements and School procedures, giving written, verbal and diagnostic feedback as appropriate
- Report on pupil progress according to the School's assessment cycle
- Attend all department and staff meetings promptly and contribute positively to areas under discussion
- Attend parents' evenings for each year group taught, ensuring that relevant information is communicated to parents and pupils
- Teach such pupils and subjects outside the department as may be required by the Headmaster in accordance with the timetables, policies and schemes of work laid down by the School
- Attend and support department trips and visits, including those abroad
- Advise the Head of Department on resource needs and support the efficient and effective use of resources
- Cover lessons for absent colleagues as directed by the Senior Deputy Head
- Take part in the teaching staff Professional Development Review process and engage with continuing professional development through the School's Learning Together curriculum





Pastoral and General Responsibilities

- Ensure the safety and well-being of children and young people at the School by complying with the School's Safeguarding (including Child Protection) Policy and Procedures at all times and taking appropriate action where necessary
- Adhere at all times to Health & Safety legislation, and all departmental policies and procedures, to ensure their own safety and that of colleagues, pupils, and visitors
- Comply with the Staff Code of Conduct
- Be a House Tutor with responsibility for a group of pupils as directed, taking registration, ensuring full attendance at lessons and participation in all aspects of School life and promoting the general progress and well-being of the tutor group
- Create a positive culture of pupil welfare and behaviour including taking an active role in pastoral matters
- Willingness to participate in the School Wellbeing Department programme
- Model high standards of dress, attendance and punctuality when on the school premises and in authorised school activities off site
- Actively support and participate in the co-curricular programme of the School
- Supervise pupils as detailed in the Staff Supervision Rota
- Supervise one Saturday Detention (half-day) each year
- Attend and support evening events and activities within the annual calendar
- Attend and contribute to Royal Russell Day, held annually on a Saturday
- Attend and contribute to Open Day, held annually on a Saturday
- Attend all training and staff INSET sessions organised by the School
- Carry out any other duties as requested by the Headmaster or members of the School Leadership Team

Our Offer

Royal Russell offers excellent benefits including a competitive salary on our own salary scale. As part of the vibrant community of the historic Royal Russell School you will join a friendly and dedicated team with easy access to transport links (Coombe Lane tram stop, served by the New Addington tram, is opposite the school entrance). In addition, we offer:

- Pension scheme and life insurance
- Meals in the dining hall during term-time
- Social events throughout the year, including a Christmas party for all staff
- Cycle to work scheme (salary sacrifice)
- Octopus electric car scheme (salary sacrifice)
- Free on-site parking
- Use of our on-site sports facilities, including tennis courts, swimming pool and gym
- A discount of up to 50% on school fees (85% discount for wrap around care before and after school during term-time) and a 25% discount with Royal Russell Holiday Club which operates during school holiday periods.

Further information

Full details of our staff benefits and recruitment procedures can be found on our school recruitment page at: www.royalrussell.co.uk/discover/vacancies

You can also contact us by email at hr@royalrussell.co.uk or telephone HR on 020 8657 4433.

Applications (forms can be found on our website) will be considered on receipt and should arrive no later than **noon on Monday 10 February 2025. Initial selection interviews will be held in w/c 10 February 2025.** We welcome early applications and will review these on receipt.

If you have not heard from us by Friday 14 February 2025 you should presume that you have not been successful on this occasion.

The school is committed to safeguarding and promoting the welfare of children. All appointments are subject to a satisfactory enhanced Disclosure and Barring Service check (including a check against the Children's Barred List) and other pre-employment screening including references and medical fitness.

