

# MAESTEG SCHOOL

Ffordd Dysgu  
MAESTEG  
Bridgend  
CF34 0LQ



Ffordd Dysgu  
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**Headteacher / Pennaeth: H. Jones B.A. (Hons) N.P.Q.H.**

March 2022

Dear Applicant

## **Required for September 2022 - Teacher of Business (Permanent)**

Thank you for the interest you have shown in the above post at Maesteg School.

We are seeking to appoint a teacher of Business due to a new appointment of the current post holder. We are looking for an inspirational teacher to join our strong, successful ICT and Business Faculty. The successful candidate would be required to teach KS4 and KS5 Business and KS3 ICT. All subjects within the Faculty are highly popular at both KS4 and KS5. The candidate should show a willingness to teach Welsh Baccalaureate at both KS4 and KS5.

This is an excellent opportunity to join a successful and innovative 11-18 community comprehensive school in a 'State of the Art' building with 4 specialist ICT classrooms.

We offer a full NQT support programme as well as continuing professional development for experienced staff.

I look forward to receiving your application by **Thursday 31<sup>st</sup> March 2022 at 9:00am**. Should you require any further information please do not hesitate to contact the school on the above email address.

Yours sincerely

Helen Jones  
Headteacher

*(The school will contact Applicants short-listed for the above post as soon as possible after the closing date. Should you not be contacted, you have been unsuccessful in your application on this occasion. However, your interest in the post and Maesteg School is much appreciated. Thank you.) **Please note:** Due to the current economic climate, the school is unable to offer any re-imbursment for travelling expenses).*

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**Motivated to Strive / Ysgogi i Ymdrechu**





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This is an excellent opportunity to join a successful and innovative 11-18 community comprehensive school in a 'State of the Art' building with 4 specialist ICT classrooms.

We offer an extensive NQT support programme plus continuing professional development for experienced staff.

Information via:

**Email:** [maestegschool.maesteg@bridgend.gov.uk](mailto:maestegschool.maesteg@bridgend.gov.uk)  
*Application pack (including application form) are in Word format and will be forwarded to applicant via email, **please return via email.***

***Closing date for applications: Thursday 31<sup>st</sup> March 2022 - at 9am***

*Applicants are requested to note that the successful candidate will be required to agree to an enhanced criminal record clearance being undertaken*

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## YSGOL MAESTEG - SCHOOL INFORMATION

The school is situated in the Llynfi Valley, in a very pleasant rural setting, yet conveniently situated for access to the M4, Bridgend, Swansea and Cardiff. The school's catchment area serves the town of Maesteg and surrounding villages in the Llynfi Valley. The school enjoys close links with its main partner primary schools and benefits from a supportive close knit community. We are co-educational, with a pupil age range of 11-18 years. The present roll is 1093 pupils, including approximately 164 in the Sixth Form. The pupil population has a balance of boys and girls and a truly comprehensive intake. A total of 28.4 % of pupils are entitled to free school meals. This is above the national average of 17.4% for secondary school in Wales. Around 55% of the population live in the most deprived areas in Wales. Fundamental to the way we work here is in removing barriers to learning. The school currently has 72 teaching staff and a further 38 support staff that include administrators, technicians and learning support. The school is cohesive, safe and highly inclusive. We always look to recruit staff who have high expectations of all learners with a total commitment to the education and welfare of young people and who are able to provide an outstanding level of personal support. We believe outstanding teachers and outstanding support staff really do make the transformational difference in a child's life.

We currently operate mixed ability grouping in Year 7. The school has a 25 period/hour teaching week and setting throughout the curriculum. The curriculum covers the requirements of the National Curriculum and there is a clear emphasis on teaching and learning in a supportive environment. In Key stage 4, the school offers a good range of general and vocational courses, including successful provision for reducing the number of pupils leaving school with no qualifications and meeting the needs of our more able and talented pupils. The school is a member of the Bridgend Learning Network for 14-19 Pathways.

Maesteg School is committed to the concept of skills development. We have developed a 'Pioneer' curriculum in Year 7 that is focused on developing skills through cross-curricular challenges. We are committed to the vision of ensuring that this work becomes integral to the work of all faculties and underpins our approach to learning at Maesteg. With a greater understanding of the learning process and what it means to be a powerful learner, we are seeing increased self-efficacy in our pupils which will result in them maximising their potential.

The school is committed to helping everyone who works here to do their best possible work in raising standards. Colleagues are consulted on all major policy decisions and are encouraged to raise openly any matters concerned with the school's effective operations. Pupils also make a positive and significant contribution, which influences all aspects of school life.

In terms of curriculum, the school is organised into Faculties, with Directors of Learning responsible for their leadership and management. The pupil guidance system is managed by Progress Leaders. Most teaching staff are also Form Tutors. The work of the school is monitored and evaluated by the Governors, the Headteacher, Senior Managers, Directors of Learning and Progress Leaders



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The review process is used to inform development planning and to maintain the school's progress. Staff provide a range of enrichment programmes and pupils participate in a wide range of community activities.

The school has a clear focus on the development of Literacy, Numeracy and ICT and has committed a substantial part of its budget to all these areas. It is expected that staff will be ICT literate and innovative with ICT in their lessons.

We want all our pupils to have the opportunity to maximise their potential. Each pupil is of equal value and has equal access to the curriculum and all 'benefits, facilities or services' offered by the school. At Maesteg School we pride ourselves on knowing and supporting every pupil. We attach great importance to educating about equal opportunities. The school curriculum covers issues of equality and challenges prejudice and stereotyping in schools and in the wider community. We foster a culture where diversity is valued and equality of opportunity is a reality.

Maesteg celebrates its 'Welshness' and identity in many ways. We are proud of our language and heritage and this commitment is to be seen in much of our work. Pupils are exposed to the Welsh language and many events are held to celebrate our history and tradition. All subjects are taught through the medium of English, apart from the subject of Welsh. All subjects use basic greetings and instructions in Welsh to develop pupils' competency. All pupils study Welsh in KS3 and KS4 unless an exemption has been implemented. English is the day to day language of communication in the school. However, staff and pupils are encouraged to use Welsh as much as possible.

Partnership is a common thread running through the school, based on mutual respect and the sharing of good practice. We are very fortunate to serve a close knit community. The school prides itself in achieving a number of externally accredited quality marks including 'Investors in Families', 'ICT Mark', 'Careers Wales Mark', 'Active Marc Cymru' and International School . The school has a strong commitment to being community focused.

This is a great opportunity to be part of a school with a moral purpose of raising self-esteem and improve wellbeing. There is a real sense of excitement and confidence in what we can achieve together.

The school is a pioneer school both in terms of professional learning and curriculum development. Our aim is to develop Maesteg School as an innovative learning organisation.

As part of our professional development programme, there are opportunities for all staff to participate in leadership opportunities that lead to whole school improvement.

*'Motivated to Strive'*

H Jones  
Headteacher



## “Motivated to Strive” “Ysgogi I Ymdrechu”

### ICT & Business Faculty

We are an innovative and supportive department of 4 teachers including a Director of Learning, Deputy Director of Learning and 2 teachers of Business, ICT and Computing. The Department is expertly supported by a team of 3 full time ICT technicians, servicing 8 ICT suites. Every ICT classroom has a 75” interactive display, Teacher station and 34 high-spec PCs.

Within our faculty we teach ICT at Key Stage 3. Students develop key skills including an understanding of programming, creative media, business IT and skills to support other subject areas, leading to a greater coherence and transfer of these skills across the curriculum. As a forward thinking school, exciting times lie ahead, with the development of an ‘options’ curriculum for pupils in both year 8 and 10. This will allow pupils to study GCSE subjects, such as Business, enabling them to make an informed choice when they chose their GCSE options.



Business is a highly popular and over-subscribed subject area and class sizes and numbers have remained high over the last 10 years. At Key Stage 4 we have 2 classes in each year group. We offer Business GCSE and this year are introducing the BTEC Enterprise course. This enables us to stream our classes. We have large classes in Key Stage 5 and many pupils choose to take Business A Level who haven’t studied it at GCSE.

A part of this role will include teaching WBQ at Key stage 4 and working with younger groups developing the skills needed for the WBQ.

***“Hard work will always beat talent, when talent refuses to work hard!!!”***





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## TEACHER OF BUSINESS

We require:

- A well-qualified, knowledgeable teacher of Business with experience or desire to teach ICT at Key Stage 3 and Welsh Baccaalaureate.
- An enthusiastic and effective teacher who will make a significant contribution to raising standards.
- Someone who will fit into our team.
- Someone who is willing to engage in CPD opportunities at both subject and school-level.
- A person who is innovative and excited by the opportunity to develop our existing curriculum.
- A teacher who relates well to children, is able to develop positive relationships with all children and wishes to share his/her knowledge with them.
- Someone who delights in seeing pupils achieve and will take great satisfaction from knowing that his/her influence on that child has helped them achieve success.
- A person who can take initiative and is a reflective practitioner, keen to develop their pedagogy.
- A person who thrives on hard work.
- A person who has an expectation that the pupil in his/her care can and will achieve high standards and will give the pupils every support in meeting these high expectations.
- A person who understands the importance of extra-curricular activities and is prepared to make a contribution to the programme.
- An understanding of all teachers being teachers of literacy, numeracy and DCF.

This is an exciting opportunity for an enthusiastic individual to teach Business, ICT and WBQ within the school. The person appointed will be strongly supported by the Business & ICT Faculty and by Senior Staff.

We hope that you will feel excited by this opportunity and wish to apply for the post of Teacher of Business.



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## **JOB DESCRIPTION - MAIN SCALE TEACHER**

### **Job Description Main Scale Teacher**

#### **Teaching**

1. Plan and teach lessons and sequences of lessons to the classes they are assigned to teach within the context of the school's plans, curriculum and schemes of work.
2. Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils.
3. Participate in arrangements for preparing pupils for external examinations. Whole school organisation, strategy and development
4. Contribute to the development, implementation and evaluation of the school's policies, practices and procedures in such a way as to support the school's values and vision.
5. Work with others on curriculum and/or pupil development to secure co-ordinated outcomes.
6. Under the requirement of 'Rarely Cover Arrangements', supervise and so far as practicable teach any pupils where the person timetabled to take the class is not available to do so.

#### **Health, safety and discipline**

7. Promote the safety and well-being of pupils.
8. Maintain good order and discipline among pupils.

#### **Management of staff and resources**

9. Direct and supervise support staff assigned to them and, where appropriate, other teachers.
10. Contribute to the recruitment, selection, appointment and professional development of other teachers and support staff.
11. Deploy resources delegated to them.

#### **Professional development**

12. Participate in arrangements for the appraisal and review of their own performance and, where appropriate, that of other teachers and support staff.
13. Participate in arrangements for their own further training and professional development and, where appropriate, that of other teachers and support staff including induction.

#### **Communication**

14. Communicate with pupils, parents and carers.

Working with colleagues and other relevant professionals

15. Collaborate and work with colleagues and other relevant professionals within and beyond the school.

### **Working Time/Days/Hours**

16. A teacher employed full-time must be available for work for 195 days, of which:

(a) 190 days must be days on which the teacher may be required to teach pupils and perform other duties; and

(b) 5 days must be days on which the teacher may only be required to perform other duties; and those 195 days must be specified by the employer or, if the employer so directs, by the head teacher.

17. 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, those hours to be allocated reasonably throughout those days in the school year on which the teacher is required to be available for work.

In addition to the hours a teacher is required to be available for work, as the case may be, a teacher must work such reasonable additional hours as may be necessary to enable the effective discharge of the teacher's professional duties, including in particular planning and preparing courses and lessons; and assessing, monitoring, recording and reporting on the learning needs, progress and achievements of assigned pupils.

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