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**H O R N C H U R C H**  
HIGH SCHOOL  
EXCELLENCE FOR ALL

**TEACHER OF I-MEDIA AND BUSINESS**

**Full time, Permanent**

**TLR negotiable for outstanding candidate**

**Start Date: January 2020**

We are looking for an enthusiastic I-media teacher to join our high-performing faculty, which achieved superb results last year. You will have excellent subject knowledge and be able to teach consistently good lessons. This role will require the postholder to teach lessons within a KS3 IT curriculum and Creative iMedia at KS4. There will also be the opportunity to teach a small amount of KS4 Business-oriented lessons.

This is an exciting time to join Hornchurch High School; we are developing an innovative new curriculum that reflects the needs and aspirations of our students. We have recently received considerable investment in materials and new buildings, which are due to open in February 2020. We hope to mirror the expansion of our accommodation with an increase in staffing over the coming months and years. We were recently inspected by Ofsted and secured a 'good' judgement. Our results have improved consecutively for the past four years and we anticipate that this trend will continue with our 2019-20 results. We want to recruit a bright and enthusiastic teacher who can help plan and invest in our new curriculum model and ensure that the new faculty grows to embody a key aspect of our curriculum. Experience of teaching business studies is very much desired, but is not essential.

We offer excellent training, exciting links with other school partners within our Multi-Academy Trust and provide opportunities for personal development. We have a vibrant work place with friendly, supportive colleagues and an excellent work/life balance. Both NQTs and experienced teachers are welcome to apply.

We are an aged 11-16 mixed comprehensive with good pupils, supportive parents and an excellent staff. We welcome visits to the school and if you would like to arrange a tour please contact Ann Tyler on 01708 691441 or email [at Tyler@hornchurchhigh.com](mailto:at Tyler@hornchurchhigh.com). If you have subject-related questions contact our Head of Business and I-Media, Andy Dickens at [adickens@hornchurchhigh.com](mailto:adickens@hornchurchhigh.com)

If you think you could be the right person for us, please download an application form from the school website [www.hornchurchhigh.com](http://www.hornchurchhigh.com) and return it to Ann Tyler at [at Tyler@hornchurchhigh.com](mailto:at Tyler@hornchurchhigh.com)

**Closing Date: Friday 25<sup>th</sup> October 2019**

**Interviews: Week commencing Monday 28<sup>th</sup> October 2019**

Headteacher: Ms V Masson

Hornchurch High School is part of the Partnership Learning Trust





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# HORNCHURCH

## HIGH SCHOOL

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### Job Profile

**Working Time:** Full Time  
**Salary:** Main / Upper Pay Scale depending on experience

#### Applicable Contract Terms and Duties

This job description is to be performed in accordance with the School Teachers' Pay and Conditions Document and within the range of duties set out in that document so far as relevant to the post holder's title and salary grade. The post is otherwise subject to the Conditions of Service for School Teachers in England and Wales and to locally agreed conditions of employment to the extent that they are incorporated in the postholder's individual contract of employment. Copies of the relevant documents are available for inspection at the school.

#### Relationships

The postholder is responsible to the Headteacher in all matters and to the Head of Department in respect of the departmental timetable and the appropriate Year Leader on Pastoral matters.

The postholder also interacts on a professional level with colleagues and seeks to establish and maintain productive relationships with them and to promote mutual understanding of the school curriculum with the aim of improving the quality of teaching and learning in the school.

#### Particular Responsibilities

A) As a member of staff, under the guidance and direction of the Headteacher or Deputy Head, to:

- carry out the professional duties of a schoolteacher;
- carry out a share of supervisory duties in accordance with published rosters;
- participate in appropriate meetings with colleagues and parents relative to professional duties;
- implement whole school and Authority policies;
- implement the school's policy on equal opportunities;
- contribute to the development and implementation of the school development plan;
- contribute to the creation of an attractive learning environment in the school;
- cover for absent colleagues;
- participate in arrangements for her / his training and professional development.

B) As a member of a department, under the guidance and direction of the Head of Department, to:

- plan and prepare courses, lessons and teaching materials;
- teach the students assigned to her/him, including the setting, marking and assessing of work to be carried out by students in school and at home;
- communicate with parents about students' progress;
- maintain good order and discipline among students and safeguard their health and safety, both in school and in authorised school activities elsewhere;
- participate in meetings relating to curriculum, administration or organisation;





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- participate in public and internal examinations arrangements;
- register the attendance of students at each lesson and communicate absences to tutors;
- be responsible for her/his teaching room with regard to health and safety, good order, appearance and display;
- keep abreast of developments within the teaching of the subjects through INSET and other means of professional development;
- provide reports and profiles for parents and to assist with the preparation of Progress Files and information on the assessment and progress of individual pupils as requested;
- help organise and run extra-curricular activities.

