



Broughton Hall Catholic High School

Application Pack

Role:	Teacher of Business Studies
Start Date:	1 st September 2026
Closing Date:	Monday 18 th May 2026 – 10:00am
Shortlisting Date:	After the closing date
Interview Date:	As soon as possible after closing date
Salary Scale:	MPR / UPR as applicable
Contract Term:	Full-Time/Fixed term 12 months (in the first instance)

"We pride ourselves on our high expectations of all pupils and have an 'Ambition for All' policy."



Broughton Hall Catholic High School

Founded in 1928 under the trusteeship of the Sisters of Mercy, Broughton Hall Catholic High School, an all-girls Catholic secondary school in Liverpool, provides the very best in modern education based on the Gospel values of mutual respect and care.

The central aim of our school is to provide excellent educational opportunities enabling each pupil to develop their God given talents, to grow in confidence and self-esteem and to fulfil their potential.

As a Catholic school Broughton Hall centres its mission on the person of Jesus Christ, and promotes the Gospel values throughout the school community and in all aspects of school life: spiritual, academic, pastoral, and personal. By proclaiming and living out the faith of the Catholic Church, we support each other in shared experiences of teaching and learning, prayer, worship and charity. Our mercy values permeate throughout our community.



Broughton Hall is Ofsted rated as a “Good” provider (November 2022).

Our facilities are bright, spacious, high tech and designed to meet the needs of all our pupils. We have a separate 6th Form facility, which is shared with our neighbouring boys school Cardinal Heenan Catholic High School. A full range of extra-curricular activities are provided to further the creative, sporting and academic talents of each pupil and offer Outward Bound and Duke of Edinburgh Award schemes as well as the opportunity to attend educational visits and residential trips.

We pride ourselves on our high expectations of all pupils and have an ‘**Ambition for All**’ policy. Whatever your role within the school, you will share these values and be able to encourage and motivate pupils with your passion, presence and personality.

Our school motto ‘**Cor Unum et Anima Una**’ - One Heart and One Mind, reflects the strong sense of community amongst pupils, staff, parents and Governors.

School has a weekly Newsletter – please [click here](https://www.broughtonhall.com/newsletter/) to view our latest edition.

Welcome

Thank you for your interest in the position of Teacher Business Studies.

Our Business Studies Department have consistently achieved results that have exceeded national comparative figures for both academic and vocational courses over the past five years. We are particularly proud of our performance in our Level 3 Applied General course that places us in the top 10% performing schools nationally.

This pack has been designed to help you should you choose to submit an application form, which we sincerely hope you do. We hope it answers your initial questions, but if not, please do not hesitate to contact us and we will endeavour to help you through your application process.

Broughton Hall Catholic High School is the largest all-girls school in Liverpool and serves many different areas making us a vibrant a diverse school. Our aim is to be a good school in all areas and we are seeking staff to apply to work with to be of that journey. Ofsted rated the school as "Good" in November 2022.



We work hard to ensure Broughton Hall Catholic High School remains a friendly and welcoming environment for all those who work, study or visit here and hope that you are the person we are looking for to bring creativity and innovation to the role.

The school actively supports the training of middle leaders through well-respected Teaching Leaders' programme. Opportunities for promotion exist for suitable candidates. Our staff are passionate about teaching and are committed to develop exciting and stimulating lessons that not only engage students.

We look forward to hearing from you.

Sarah O'Rourke
Head Teacher

We Offer

- Pensions Scheme – Teacher Pension Scheme for teaching staff or Merseyside Pension Fund for support staff
- Regular training and development programme
- An enhanced Occupational Health & Well-Being App (Smart Clinic) with access to a wide variety of services e.g.
 - Virtual GP
 - 24 hour employee assistance line
 - Physiotherapy
 - Mental Health Services
 - Self-support and guidance tools
- Cycle2Work Scheme
- Tax Free Childcare Vouchers
- Supportive work environment where all staff are valued
- Continuous professional development for all staff and follow a whole school approach to staff performance and development

And that's not all, we place the outcomes of the children in our school at the heart of everything we do, so you'll wake every day in the knowledge that your role will have a significant positive impact on the lives of others.

Equal Opportunities

Broughton Hall Catholic High school is an equal opportunities employer.

We welcome applicants from all backgrounds and value everyone as an individual. We are committed to organisational practices, which promote diversity and inclusion for all employees and volunteers regardless of age, gender reassignment, marriage or civil partnership status, pregnancy and maternity status, disability, race (including colour, nationality, ethnic or national origin), religion or belief, sex, or sexual orientation. Connecting these differences creates a productive environment in which everyone feels valued.

Monitoring information in relation to job applicants will be to assist us in equality monitoring. The recruitment panel will not have access to job applicant's monitoring information.

To assist us in monitoring the operation of equal opportunities policy, and for no other reason, please ensure you complete and submit the Equal Opportunities Monitoring Form with your application form.

Safeguarding & Enhanced DBS Checks

Broughton Hall Catholic High School is committed to safeguarding and promoting the welfare of young people and expect all pupils, staff, volunteers and visitors to share this commitment

All posts are subject to an enhanced DBS check and full pre-employment checks to comply with the current Keeping Children Safe in Education statutory guidance for schools.

All staff will be expected to follow Broughton Hall Catholic High School's child protection policies, code of conducts and managing allegations against staff procedures.

All roles in school, including this post, are exempt from the Rehabilitation of Offenders Act (ROA) 1974. The Ministry of Justice's guidance on Rehabilitation of Offenders Act 1974 and the Exceptions Order 1975 provides information about which convictions must be declared during job applications and can be accessed [here](#).

All applicants must therefore declare all previous convictions and cautions, including those which would normally be considered 'spent' except those received for an offence committed in the United Kingdom if it has been filtered in accordance with the DBS filtering rules. Information about filtering offences can be found in the DBC Filtering Guide, which can be accessed [here](#).

By engaging in this recruitment process, shortlisted candidates consent to an online search in line with the Keeping Children Safe in Education Statutory Guidance 2022.



TEACHER OF BUSINESS STUDIES

SALARY:	MPS/UPS
CONTRACT:	Fixed Term/12 months in the first instance
HOURS:	1.00 FTE
CLOSING DATE:	Monday 18th May 2026 at 10.00 am
INTERVIEWS TO BE HELD:	As soon as possible after the closing date
START DATE:	1 st September 2026

The Governors wish to appoint an exceptional qualified teacher to work within a talented, highly motivated and supportive team of teachers within our successful Business Studies Department.

We are looking for a talented individual who is passionate about improving student life chances through an inspiring and innovative programme of Business Education. The successful candidate will be joining a department who have consistently achieved results that have exceeded national comparative figures for both academic and vocational courses over the past five years.

The person we are looking for will:

- Be a high caliber, experienced practitioner who can teach all students across Key Stages 4 and 5. Early Careers Teachers will also be considered for the position.
- Be able to show a strong record of raising student attainment through their teaching of examination groups.
- Be dynamic in their ability to teach both academic and vocational subjects.
- Have the ability to implement strategies that will inspire and further enhance our students' love of Business Studies.
- Have the capacity and drive to develop their teaching and bring innovative ideas to the classroom and the department.
- Hold QTS and a relevant undergraduate degree.

About Broughton Hall Catholic High School

Broughton Hall is a Catholic High School, proud of its strong Catholic ethos and values. The school has an excellent reputation and promotes an inclusive education which develops creativity, confidence and independence. The school is committed to the continuous professional development of all staff including our Aspiring Leaders, NPQML and NPQSL programmes.

Applications to: recruitment@broughtonhall.com

For further information about the school please visit the school's website www.broughtonhall.com

Broughton Hall Catholic High School is committed to safeguarding and promoting the welfare of children and we expect all staff and volunteers to share this commitment to keeping children safe. Any offer of employment will be subject to statutory pre-employment checks including satisfactory references and Enhanced DBS and Barred List checks. This post is exempt from the provisions of the Rehabilitation of Offenders Act - accessed [here](#) - and shortlisted candidates will be required to disclose any relevant criminal history prior to interview.

MAIN SCALE TEACHER: BUSINESS STUDIES

JOB DESCRIPTION

At the heart of the role of the main scale teacher is the provision of high quality teaching and learning, effective use of resources, improving standards of achievement for students, and the promotion of students' personal development and well-being within this faith based, inclusive community. Main scale teachers work as members of a department to secure the highest possible standards in all aspects of school and departmental life and are required to carry out such duties as are reasonably assigned by the Head Teacher to ensure the effective operation of the school.

JOB PURPOSE

To teach within the school at Key Stages 4 and 5 as applicable and contribute towards the development of the department team; ensuring the highest possible standards of pupil achievement, personal development and well-being both within the curriculum and beyond.

REPORTING

The post holder will report to the Head of Department.

RESPONSIBLE FOR

The post holder will be responsible for departmental teaching including GCSE, A level and vocational Business Courses and the delivery of agreed extra-curricular and enrichment provision.

WORKING TIME AND CONDITIONS

These will be as specified in the latest School Teachers Pay and Conditions Document. To plan, lead and contribute to the school's extra-curricular Business Studies programme. Attendance at school functions beyond the working day including Awards' Evening.

DIMENSIONS

The post holder will be responsible for the following, with reference to the national framework of teachers:

- Inclusive classroom teaching and learning
- Pupil progress and standards of achievement
- Contributing towards the direction and development of the Business curriculum
- The efficient and effective deployment of resources

ACCOUNTABILITIES

The strategic direction and development of the subject

- To support the production of an annual subject development plan, which contributes to the achievement of the School Improvement Plan, and which involves all the subject staff in its design and evaluation.
- To contribute to the setting expectations and goals for colleagues and pupils in relation to standards of achievement and behaviour.

- To as appropriate, represent the department in the wider school community and liaise with the rest of the school, governors, partner schools, the Local Authority, further and higher education, industry, outside agencies, examination boards etc.
- To keep up to date with national developments in the subject area and teaching practice and methodology.
- To help develop current systems with regard to health and safety, risk assessments, collection and storage of valuables and other key procedural requirements.
- To contribute to the development of the school's extra-curricular and enrichment Business Studies education programme.

Teaching and learning

- To create an inclusive learning environment in which all pupils feel safe and thrive.
- To contribute towards curriculum development and shared planning.
- To contribute to the development and implementation of effective teaching and learning strategies, including ICT-based developments and new technologies.
- To contribute to the development and implementation of effective department assessment policies, within the framework of those for the whole school.
- To promote and support extra-curricular activities, which enrich and support the learning and experience of all pupils, and increases their participation in school life.
- To ensure homework where applicable, is set in line with school policy, and recorded departmentally.

Leading and managing staff

- To support the professional development of staff, for example through the sharing of good practice; participating in the school's programmes of staff training and development.
- To participate in Performance Management process according to school and national regulations, including lesson observations.
- To fulfil the Teaching Standards according to school and national expectations.

Pupil progress and standards of achievement

- Within the framework of whole-school policies, to set and monitor appropriately challenging subject targets for pupils, which will make a measurable contribution to the fulfilment of those for the whole school; to manage interventions to maximise pupil progress.
- To maximise achievement by ensuring that any examination entries are maximised and non-entries are minimised; to assist with the management and conduct of examinations.
- To ensure effective communication with parents/carers, so they are kept up-to-date with curriculum developments and their children's progress.
- Writing reports on students and attending meetings with parents.
- To track different groups of students' progress and put in a clear intervention plan where gaps exist.

The efficient and effective deployment of staff and resources

- To manage assigned resources in order to create a safe, stimulating and positive learning environment, including maintaining the content of displays that promote interest, learning and achievement.

Other Specific Duties

- To undertake any other duty as specified by the School Teachers Pay and Conditions Document not mentioned in the above.
 - Employees are expected to be courteous to colleagues, to be professional and punctual in the execution of their duties and responsibilities, model Gospel values and provide a welcoming, professional environment to visitors and external colleagues.
 - Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task may not have been identified; therefore employees will be expected to comply with any reasonable request from a manager, including ad hoc projects, to undertake work of a similar level that is not specified in the job description.
-

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task may not have been identified; therefore employees will be expected to comply with any reasonable request from a manager, including ad hoc projects, to undertake work of a similar level that is not specified in the job description.

The job description is current at the date shown, but, in consultation with you, may be changed by the Head Teacher to reflect or anticipate changes in the job commensurate with the grade and job title.

Person Specification

Post	Teacher of Business Studies
Pay Spine	MPS/UPS (as applicable)
Responsible to	Head of Department

1. QUALIFICATIONS AND TRAINING

- University graduate
 - Postgraduate teaching qualification/QTS
 - Relevant Business Studies qualifications
 - Evidence of continuing professional development
-

2. TEACHING and PASTORAL EXPERIENCE

- The role is open to both ECTs and colleagues with one or more years teaching experience
 - Teaching experience in KS4 and KS5 across both academic and vocational Business courses
 - Evidence of creating an inclusive learning environment
 - Evidence of consistently good and outstanding teaching and learning
 - Evidence of excellent classroom management skills
 - Evidence of cascading outstanding teaching and learning practices in school or a range of schools
 - Outstanding knowledge of Assessment Practice and how to use assessment to inform planning for good teaching and learning
 - Excellent subject knowledge and pedagogy
 - Excellent knowledge of current curriculum and extra-curricular developments in your subject area
 - The ability to adapt teaching to provide appropriate support and challenge for all learners.
 - Evidence of using data to inform planning and put in place successful intervention strategies to raise achievement.
 - Evidence of pastoral experience, including taking responsibility for a form group.
 - An interest in the wider curriculum.
-

3. LEADERSHIP AND MANAGEMENT

- The ability to inspire, enthuse, develop and support both students and colleagues.
-

4. PERSONAL QUALITIES

- A willingness to uphold and live out our Catholic mission and Mercy values
 - A willingness to work well in a team and contribute towards collaborative work.
 - A willingness to learn and develop new skills
 - A willingness and flexibility to work outside normal school hours
 - The ambition to continue to progress in your career
 - A desire to make difference to the lives of young people
 - An excellent attendance record
 - Resilience and a sense of humour.
-

5. EQUAL OPPORTUNITIES AND EDUCATIONAL COMMITMENT

- A proven commitment to inclusion
- A proven commitment to curriculum access and opportunity
- A proven commitment to comprehensive education
- A proven commitment to professional development
- Support the school unreservedly in its commitment to safeguarding and promoting the welfare of children, young people and vulnerable adults.



