

HEAD OF BUSINESS

Salary – MPS/UPS + TLR 2B (£8100)

Commencing 22nd April 2025 or September 2025

R&R available for exceptional candidate

**Do you want to take a leading role in our new school?
Are looking for a new professional challenge, setting up a subject in a new Sixth Form?**

The Role

Watling Academy is seeking a passionate and dedicated Head of Business to join our team from April or September 2025. As we open our Sixth Form in September 2025, you will play a key role in developing the Business Studies curriculum, guiding both our KS4 students and our first Sixth Form cohort. Our students have shown a passion to pursue Business curriculum options, and this is a crucial role for the development of our school.

In this role, you will oversee Business Studies across our growing Academy, ensuring the curriculum is robust, innovative and engaging. As Head of Department, you'll be responsible for driving excellence in teaching and learning, while promoting a culture of creativity and academic ambition. As the Sixth Form grows, we are also keen to develop the subjects offered by the department to include vocational opportunities and Economics.

We are open to applications from experienced Heads of Department and aspiring teachers looking to take the next step in their careers.

About Watling Academy

Watling Academy is an Ofsted 'Outstanding' secondary school situated on the western edge of Milton Keynes, encompassing the Whitehouse and Fairfields developments. Opening in September 2020, our school is a new and vibrant learning community for students aged 11-18. We are excited to open the Watling Academy Sixth Form to our first cohort of Year 12 students from September 2025, which will provide further educational opportunities. Our core values of **Respect, Responsibility and Kindness** embody the 'Watling Way' and are integral to the way we interact, learn and grow together as a community.

For more information about our school, please explore our website: www.watling.academy

Learn more about why you should join us by downloading the attached Watling Academy Recruitment Pack

About The Denbigh Alliance

The Denbigh Alliance Trust is driven by our mission of **Care, Education and Opportunity**. We prioritise **care** by ensuring that no student or staff member ever feels anonymous. Everyone is recognised, valued and supported, creating a strong sense of belonging within our community. Our commitment to **education** is reflected in our proven track record of academic success, consistently outperforming both Milton Keynes and national averages. We offer **opportunity** through supportive and dynamic learning environments, where every student can thrive and be well-prepared for future success in higher education or employment. For staff, we offer extensive opportunities for professional development and progression within our growing network of schools, empowering you to advance your career within a united, forward-thinking Trust.

As a Maths Hub, Computing Hub and SCITT, we are recognised as leaders in raising educational standards both within our Trust and in the schools we support. We are proud to appoint motivated, highly qualified staff who thrive in a culture where collaboration and the spirit of partnership are central to everything we do.

How to Apply

Due to our commitment to safer recruitment practices, we can only accept applications through My New Term. Please do not submit CVs. To apply, visit: <https://mynewterm.com/jobs/147860/EDV-2024-WA-21700>

The Denbigh Alliance is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. An enhanced DBS check is required for all successful applicants.

E-mail: hr@thedebighalliance.org.uk

Headteacher: Mrs Helen Fry

Closing date for applications: Thursday 5th December 2024, 9am

JOB DESCRIPTION

Role Title	Department	Reports to
Head of Department		Assistant/Deputy Headteacher

PURPOSE

To act as a curriculum lead and is responsible for leading and developing this area, ensuring that the curriculum is fit for purpose and teaching and learning is continuously enhanced. To be accountable for the overall progress and development of students across all year groups. The following job description outlines the main responsibilities of the job and is not an exhaustive list of all relevant duties. The Trust reserves the right to alter this job description at any time.

DIMENSIONS

Direct Reports	Budget Responsibility
Staff in Department	Department Budget

PRINCIPAL ACCOUNTABILITIES

Operational/Strategic Planning

- To lead the development of appropriate curriculum, syllabuses, resources, schemes of work, marking policies, assessment and teaching strategies in the Department, within the designated area.
- The day-to-day management, control and operation of course provision with the Department, including effective deployment of staff and physical resources.
- To actively monitor and follow up on student progress.
- To implement Academy and Trust Policies and Procedures.
- To work with colleagues to formulate aims and objectives and strategic plans for the Department which have coherence and relevance to the needs of the students and to the aims and objectives of the Academy.
- To lead and manage planning to ensure that the activities of the Department reflect the needs of the students within the subject area and the aims and objectives of the Academy.
- To link with the second in department and other subject specialist leaders to ensure that the work in the curriculum area fully reflects the Academy's distinctive ethos and mission.
- To ensure that the Health and Safety policies and practices, including Risk Assessments throughout the Department, are in line with the national requirements and are updated where necessary, therefore, liaising with the Academy's Health and Safety Manager.

Curriculum Provision

- To liaise with the second in department and other subject specialist leaders, to ensure the delivery of an appropriate, comprehensive, high quality and cost-effective curriculum programme which complements the Academy's Improvement Plan/Evaluation.
- To be accountable for the development and delivery of subjects with the Department.

Curriculum Development

- To lead curriculum development for the whole Department.
- To keep up to date with national developments in the subject areas, teaching practice and methodology.
- To actively monitor and respond to curriculum development and initiatives at national, regional and local levels.
- To maintain accreditation with the relevant examination and validating bodies.

Staff Development

- To work with the line manager to ensure that staff development needs are identified and that appropriate programmes are designed to meet such needs.

Recruitment/Deployment of staff

- To be responsible for the efficient and effective deployment of any Department technicians and/or support staff.
- To undertake Performance Management Review(s) and to act as a reviewer for a group of staff within the designated Department.
- To make appropriate arrangements for classes when staff are absent, ensuring appropriate cover within the Department liaising with the Cover Supervisor/relevant staff to secure appropriate cover within the Department.
- To participate in the interview process for teaching posts when required and to ensure effective induction of new staff.
- To promote teamwork and to motivate staff to ensure effective working relations.
- To participate in the Trust's Teacher Training Programmes.
- To be responsible for the day to day management of staff within the designated Department and act as a positive role model.

Quality Assurance

- To ensure the effective operation of quality control systems.
- To establish the process of setting of targets with the Department and to work towards their achievement.
- To establish common standards of practice within the Department and develop the effectiveness of teaching and learning styles in all subject areas within the Department.
- To contribute to procedures for lesson observation.
- To implement Academy quality procedures and to ensure adherence to those within the Department.
- To monitor and evaluate the curriculum area in line with agreed Academy and Trust procedures including evaluation against quality standard and performance criteria
- To seek/implement modification and improvement where required.
- To ensure that the Department's quality procedures meet the requirements of Self Evaluation and the School Improvement Plan.
- To ensure that all exams and courses comply with the examination requirements and other bodies.

Management Information

- To make use of analysis and evaluate performance data provided.
- To identify and take appropriate action of issues arising from data, systems and reports, setting deadlines where necessary and reviewing progress on the action taken.
- To produce reports within the quality assurance cycle for the Department.
- To produce reports on examination performance, including the use of value-added data
- To provide self-evaluation information, Department improvement plans and management reports.
- To manage the Department's collection of data.
- To provide the Governing body with the relevant information relating to the Department's performance and development.

Communications

- To ensure that all members of the Department are familiar with its aims and objectives.
- To ensure effective and appropriate communication with the parents of students.
- To liaise with partner schools, higher education, industry, examination boards, awarding bodies and other relevant external bodies.
- To represent the Department's views and interests.

Marketing and Liaison

- To contribute to the Academy's liaison and marketing activities, e.g. the collection of material for press releases.
- To lead the development of effective faculty links with partners Schools and the community, attendance where necessary at liaison events in partner schools and the effective promotion of subjects and Open Days/Evenings and other events.
- To actively promote the development of effective Department links with external agencies, including business.

Management of Resources

- To manage the available resources of space, staff, money and equipment efficiently within the limits, guidelines and procedures laid down, including deploying the Department budget, acting as a cost centre holder, requisitioning, organising and maintaining equipment and stock and keeping appropriate records.
- To work with the designated lead, in order to ensure that the Department's teaching commitments are effectively and efficiently timetabled and roomed.

Pastoral System

- To monitor and support the overall progress and development of students within the Department.
- To act as Form Tutor/ Mentor and carry out the duties associated with the role as outlined in the generic job description.
- To contribute to PSHEE, Citizenship, Healthy Schools, literacy, numeracy and Enterprise according to the Academy Policy.
- To ensure that the Behaviour Management system is implemented in the Department so that effective learning can take place.

Additional duties

- To play a full part in life of the Watling community, to support its distinctive mission and ethos and to encourage staff and students to follow this example

Other specific duties

- To continue personal development as agreed.
- To engage actively in the performance review process.
- To undertake any other duty as specified by STPCB not mentioned in the above.
- To undertake other reasonable duties as designated by the Head of School.
- Employees will be expected to comply with any reasonable request from a Manager to undertake work of a similar level that is not specified in this Job Description.
- Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.
- Demonstrate knowledge, understanding and positively promote equality of opportunity.
- Supports a positive culture throughout the organisation and adopts behaviours that exemplify the Trusts culture.
- Encourage the development of productive and collaborative working relationships across the Trust.
- The post holder will be required to undertake other duties and any reasonable instructions given by the line manager or the Trust.

PERSON SPECIFICATION

Knowledge/Experience	<ul style="list-style-type: none">• Honours degree and Qualified Teacher Status(QTS).• Excellent leadership and management skills.• A clear strategic vision for promoting effective teaching and learning and curriculum development.• A track record as an outstanding classroom practitioner.
Technical/Business Skills/Ability	<ul style="list-style-type: none">• Ability to prioritise workloads and work under pressure to meet deadlines.• A commitment to supporting all students to reach the highest possible standard of achievement.• Ability to work using own initiative and as part of a team.• Able to communicate effectively both verbally and in writing.• Competent in Microsoft Office.
Personal Qualities	<ul style="list-style-type: none">• An exceptional role model with high standards of integrity and approachability.• A 'team player'.• Highly motivated, ambitious.• Calm under pressure.• Flexible and collaborative.

I hereby confirm that I have received a copy of the above job description

PRINT: SIGNED:



WATLING ACADEMY RECRUITMENT PACK

2024/25

ABOUT WATLING ACADEMY



Watling Academy is a thriving secondary school situated on the western edge of Milton Keynes, encompassing the Whitehouse and Fairfields developments. Opening in September 2020, our school is a new and vibrant learning community for students aged 11-18. We are excited to open the Watling Academy Sixth Form to our first cohort of Year 12 students from September 2025, which will provide further educational opportunities for our students.

The Trust's mission - to provide the highest standards of **Education, Care and Opportunity** for all its students is underpinned by the 'Watling Way', exemplifying our core values of:



RESPECT



RESPONSIBILITY



KINDNESS

These values are not just words; they are integral to the way we interact, learn and grow together as a community. They are embedded in every aspect of school life - within lessons, during extracurricular activities, in social settings and in how we engage with others.

Our broad and balanced curriculum has been carefully designed to meet the diverse needs of our students, preparing them for future success both academically and personally. We are committed to encouraging our students to respect and care for the environment, giving them empowering knowledge to actively contribute to their communities and address sustainability challenges.

At Watling Academy, we believe in nurturing well-rounded individuals who are prepared to make a positive impact on their community and wider world.





WELCOME FROM THE HEADTEACHER

Applying to a new school is the beginning of an exciting journey and we are thrilled that you are considering Watling Academy.

Watling Academy is a school community that puts students at the heart of what we do; we are committed to achieving individual successes for all students, alongside supporting their personal and social development. Our core values of *Respect, Responsibility and Kindness* underpin life at Watling Academy and our most recent Ofsted report highlighted that “students live and breathe these values every day”.

As we enter our fifth year since opening, we continue to grow and develop, with our first cohort of Year 11 students preparing for their GCSE this summer. This is a significant milestone for our school, which is coupled with excitement for the opening of our Sixth Form in September 2025. These developments present incredible opportunities for our staff to play a pivotal role in shaping the future of our school community.

The curriculum at Watling Academy has been carefully created by our staff to meet the needs of our school and wider community. Alongside the subject content, it is designed to encompass three key themes:

- Understanding the development of Milton Keynes
- The importance of STEM within our community and wider world.
- Tackling sustainability challenges we face across the globe.

Every member of our staff team is crucial to the success of our school community, bringing our values and curriculum to life. We are looking for individuals who are passionate about helping students to exceed their aspirations and who are ready to create an environment where students are able to learn.

We pride ourselves on offering a supporting and collaborative professional environment. As the school continues to grow, there will be opportunities for career progression and we are committed to supporting you on your journey to surpass your own professional goals.

I would encourage you to explore our website at www.watlingacademy.net for further information about our school.

Helen Fry
Headteacher

STAFF TESTIMONIALS



Head of Year & History Teacher

Working at Watling Academy is a rewarding experience. By being part of the Watling team, you'll feel empowered and valued as a member of staff, and there are plenty of opportunities to leave your own stamp on the school community and develop as an individual. Perhaps the most refreshing part of working at Watling Academy is being led by a Senior Leadership Team that is generous and approachable and offers endless support to all staff.

Family Liaison & Engagement Lead

Watling Academy has allowed and empowered me to use my initiative and professionalism as I support and guide not only students, but also their families. I feel exceptionally blessed and privileged to work with such fantastic colleagues. No matter how challenging and hectic the days are, as a team, we always support one another!

Deputy Operations Manager

Watling Academy is a supportive and friendly environment to work. The school cares about their staff and has various schemes to support wellbeing. SLT are approachable and always willing to support and help you if needed. The Wellbeing Team offer a staff buddy system which is a great opportunity to get to know colleagues from different areas of the school along with birthday buddies and afterschool sports activities for staff, which gets very competitive!

STAFF TESTIMONIALS



Head of Year, Computing & Social Care Teacher & House Champion

Working at Watling Academy has been a transformative experience for me. Starting my career in primary education, the transition to secondary education at Watling has been both challenging and fulfilling. In just two years, I've grown from an ECT to Head of Year, thanks to the school's open & supportive culture, combined with a wealth of resources and the encouragement of my colleagues. I am proud to contribute to the growth of both the school and its students and look forward to continuing this journey.

Deputy SENDCo & History Teacher

What I love most about working at Watling Academy is the people. Everyone is so friendly and helpful. I never have a day when someone doesn't ask me how I am or thank me for something I have done. It makes for a really lovely working environment! I started as an ECT and in 4 years I have been given so many opportunities, that I don't think I would have been offered in many other schools.

Reading Champion

Working at Watling Academy offers an opportunity to join a team of committed individuals who genuinely care about every member of their school community. I felt instantly welcomed into an environment where open communication is encouraged and with a leadership team who are approachable and visible throughout the school. There are many initiatives to actively promote staff wellbeing, maintaining a network of support as the school has grown, and where staff take the time to check in on each other, no matter how busy their own days may be.

ABOUT OUR MULTI-ACADEMY TRUST

The Denbigh Alliance Multi-Academy Trust consists of six schools in Milton Keynes; 2 secondaries and 4 primaries. We deliver a Maths Hub, a Computing Hub, a SCITT and we are a delivery partner for Early Career Framework.

The aim of the Trust is to provide the best possible education to students between the ages of 3 to 19. We want to grow as a Trust in a measured way and work with schools where we can make a significant difference to the progress and attainment of students.

Our Central Team is committed to delivering an exceptional service with our schools so that each school can have an increased focus on teaching and learning. We have a Scheme of Delegation that empowers schools to meet the needs of the students in their care.



OUR TRUST MISSION AND VALUES

CARE

We are a big organisation with a small feel and offer individualised care to our students.



EDUCATION

We aim to achieve outstanding outcomes for all students, regardless of ability or background.

OPPORTUNITY

We have a responsibility to enrich, broaden and deepen students' learning by providing valuable experiences inside and outside the classroom.



OUR TRUST VISION

In the Denbigh Alliance schools we harness ambition by delivering excellence and enriching the lives of all children within the Trust. Each of our schools has its own distinctive character and is at the heart of their local community.

WHY WORK FOR THE DENBIGH ALLIANCE?



PAY

Our salaries are nationally benchmarked and aligned to STPCD and NJC scales, with annual cost of living increases and performance based pay rises.



PENSION

All teachers are entitled to receive the Teachers' Pension, while associate staff are automatically enrolled in the Local Government Pension Scheme.



LEARNING & DEVELOPMENT

We pride ourselves on prioritising staff development with support from experienced leaders and partnerships with the SCITT, Maths Hub, Computing Hub and Early Careers Framework.



MENTAL HEALTH

From Day 1, all staff will have access to an Employee Assistance Program (EAP) and on-site support from HR and trained mental health first aiders. Our policies are designed to support you through various life stages, including flexible working arrangements and menopause support.



PHYSICAL HEALTH

Our Cycle to Work scheme promotes healthy and sustainable commuting options. We also give all staff the option to have a free flu jab annually.



LIFE OUTSIDE WORK

We understand the importance of work-life balance and have policies in place to support it. That's also why all staff have an additional leave entitlement so they don't miss out on important personal events like weddings and graduations.

LIFE IN MILTON KEYNES

Established just over 50 years ago, Milton Keynes is a diverse, welcoming and expanding place. Beautiful open spaces sit alongside popular leisure attractions, there's lots on offer culturally, and our friendly neighbourhoods feature high quality community facilities with easy ways to get around on foot and by bike as well as by car.

Milton Keynes is 40 minutes from London, 30 minutes from London Luton Airport and a stop on the West Coast Mainline, connecting Scotland and the North West with the capital.

We're known to be a 'smart city', leading the way in projects like autonomous vehicles and robot deliveries, and we have a strong economy with plenty of highly skilled jobs. We also have a great deal of unexpected history with rural villages and busy towns like Bletchley (home of The Codebreakers).

Facilities include a large shopping centre (over 190 stores), a 1400 seat theatre, a municipal art gallery, two multiplex cinemas, an ecumenical central church, a 400 seat concert hall, a teaching hospital, a 30,500 seat football stadium, an indoor ski-slope and a 65,000 capacity open-air concert venue. Seven railway stations serve the Milton Keynes urban area (one inter-city). The Open University is based here and there is a small campus of the University of Bedfordshire.

Most major sports are represented at amateur level; Red Bull Racing (Formula One), MK Dons (association football) and Milton Keynes Lightning (ice hockey) are its professional sports teams.

