Holme Grange Preparatory School

Job Description – Science Teacher (KS3 and KS4)

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

As a teacher at Holme Grange School you should:

- Be true to Holme Grange Mission Statement and work to achieve the ideals set out
- Foster a good quality of relationships with children and their families, particularly those in their class, being aware of the pastoral role that is necessary in a good school
- Be wholeheartedly committed to the Christian aims and ethos of the school and be able to implement those aims in your work
- Contribute to the ethos of Holme Grange
- Treat all children as in your care and not just in your class
- Encourage the home/school partnership and
- Contribute to the life of the school

Introduction

The successful candidate will be ultimately responsible to the Head through the Senior Management Team but day to day accountability will be to the Head of Science.

The following duties shall be deemed to be included in the professional duties which the Teacher may be required to perform.

Curriculum

- To instil enthusiasm, excitement, curiosity and creativity in their subject.
- Teaching throughout the school in a manner appropriate to students' ages and abilities, using a variety of teaching and learning styles to keep all students engaged
- Monitor and intervene when teaching to ensure excellent learning and standards of behaviour, maintaining a safe environment in which students feel confident
- Promoting and Teaching Biology, Physics & Chemistry to KS3 with the ability to teach one science at KS4. May also expected to teach science at KS2.
- Provide an example of excellence as the leading classroom practitioner and inspire and motivate other staff.
- Assessing and recording students' progress in accordance with departmental and school policies
- Make effective use of assessment information and baseline data to monitor student progress in planning future lessons
- To be responsible for ensuring progress across the ability range and ensure equal opportunities for all students.
- Mark and monitor work and homework, providing constructive feedback and setting targets for future progress
- To identify monitor and support Individual Educational Needs at both ends of the ability spectrum, liaising with the SENCO and AG&T co-ordinator as appropriate.
- Attending and contributing to departmental meetings
- Developing and sharing teaching and learning resources
- Monitoring the work and progress of pupils, including those with specific learning needs

- Maintaining professional skills through INSET and our Professional Development programme, and ambitious to improve their coaching profile.
- Being proactive in exploring innovative ways of delivering ICT through the curriculum
- Producing displays to create an attractive learning environment

Pastoral

- Taking part in the pastoral life of the school as a form tutor
- Contributing to the PSHE programme

Extra-curricular

- Contributing to the extra-curricular life of the school through Games, the Enrichment Programme or other appropriate commitment

Specific Responsibilities

- Be able to communicate with parents, governors, feeder/senior schools and other groups and individuals on academic matters.
- Contribute to the termly reports to governors and Speech Day report
- Contribute to the annual information for the prospectus
- Write school magazine articles as appropriate

General

1. Take steps to ensure current practice is continually improving
2. In liaison with your line manager take responsibility for upholding Health and Safety practice within your own working area and be responsible for completing risk assessments/near misses as appropriate.
3. During the course of the week the children require supervision by an adult at various times. Staff will be expected to carry out such duties on a regular, or ad hoc, basis so that safety and good order are maintained.
4. All staff should take an overall interest in the general education of all the pupils and the welfare and development of the children. They are expected to contribute to the efficient running of the school and to promote its aims, especially by supporting school events.
5. Staff are expected to be professional in their dealings with the children, parents, colleagues, external agencies and the public generally so that the best interests of the children and the school are served.
6. To undertake other duties appropriate to the general purpose of the post that may from time to time be reasonably assigned by the Headteacher including chairing/participating on such committees and working parties as the Headteacher may require.
7. To be pro-active on behalf of the school in external matters, particularly in relation to those concerning I.A.P.S and local partnerships with schools
8. To be aware of any signs of stress, emotional imbalance or learning difficulties and keep appropriate people informed over these concerns
9. To organise the classroom in a way that is conducive to an effective learning process resulting in a well-ordered, stimulating and attractive environment.
10. Ensure that each child is working to the best of his/her ability, is well disciplined, well mannered, considerate and happy!
11. At Holme Grange School we recognise that every individual is responsible for promoting and safeguarding the welfare of children and young persons s/he is accountable for, or comes into contact with.

Person Specification – Science Teacher

Qualifications

- High Class Honours Degree in a related subject
- PCGE desirable but not essential

Skills and Experience

- A sound understanding of Health and Safety issues
- The capacity to inspire pupils of all abilities and enhance pupil learning
- The ability to demonstrate effective teaching and learning strategies across the age and ability range
- Proven communication and interpersonal skills
- High level of literacy, attention to detail and ability to use initiative
- Empathy for pupils, parents, staff and the community
- Committed to continual personal and professional development
- High order administrative skills, effectively manages commitments and deadlines
- ICT competence and willingness to learn and use new technologies
- Works collaboratively and supportively with colleagues within school and with colleagues in other organisations

Personal Attributes

- Respects and values the different experiences, ideas and backgrounds others can bring to work and to teams
- Ability to motivate and encourage participation in activities both inside and outside the classroom and a willingness to take part in / organise trips and visits
- A generosity of spirit and a willingness to contribute to the extra-curricular life of the School
- Good communication skills with the ability to communicate effectively especially with pupils.
- Good Inter-personal skills.
- The ability to prioritise time effectively and to plan ahead.
- Confidence with the ability to motivate others, particularly pupils.
- Self-awareness and presence.
- Commitment, enthusiasm, integrity and reliability.
- Flexibility and a willingness to learn.
- The ability to work as a member of a team.
- Caring, kind and approachable, especially in relation to pupils.
- Positive and optimistic.