



Subject Leader for Biology from September 2018

Old Swinford Hospital seeks to appoint a dynamic, innovative and academically strong teacher of Biology to lead a successful and established department whilst bringing new ideas and direction to the life of this important subject at our School. This post would suit equally a teacher seeking his or her first subject leadership role or a more experienced teacher seeking a new challenge.

Welcome to OSH

Old Swinford Hospital is one of the country's leading state boarding schools. Over fifty per cent of the School's students are boarders who come from a wide range of backgrounds in the UK and also the EU and overseas. OSH looks and feels like a very British school. The atmosphere is calm and orderly, and also very relaxed because for the majority of our pupils their school is also their home. Parents, pupils and staff are all on the same side and pupils want to learn. We have just had two very favourable Ofsted visits, one for boarding and one for curriculum. You can see these via our website www.oshsch.com

We enjoy a very good academic reputation and regularly feature in the lists of the most academically successful maintained schools. We're not about league tables, however. This school prides itself on a balance of academic achievement and outstanding opportunity for our pupils to develop as well rounded people. Our extensive extra-curricular programme contributes to our pupils becoming happy, healthy and interested young people, for whom sport, music, art, drama, outdoor pursuits and DofE feature strongly.

From Years 7-11 Old Swinford Hospital admits boys. Our Sixth Form is mixed.

About the Science Department

Our Science Department is a great place to work. The Department is busy, collaborative and friendly and all members are committed to continuing high standards. The department is led by the Head of Science, supported by the Heads of Biology, Chemistry and Physics and also the Key Stage 3 coordinator and BTEC coordinator. There are twelve teaching staff in the department. Our two technicians keep the seven science laboratories running smoothly.

In Years 7 and 8 Physics, Chemistry and Biology are taught as part of a two year Key Stage 3 Science course within a mixed ability system. All pupils start separate GCSE Sciences in Year 9. Students are set by ability from Year 10. Over the last six years pupils have attained around the 95% A* to C mark for GCSE results.

The department offers A Level Biology (OCR), Chemistry (AQA) and Physics (AQA). These subjects are amongst the most popular in the school with most 6th form students taking at least one A Level science. Many scientists also complete an EPQ (Extended Project Qualification) in Year 13 and large numbers of leavers go off to study sciences at undergraduate level (and beyond).

We also offer Pearson BTEC Level 3 Applied Science because we understand that there are also able and enthusiastic scientists whose strengths are not always best served through A Level.

The Biology Department is a forward thinking department committed to working together to provide a course of study that meets the needs of all students studying the subject. The department works hard to meet the recent curriculum changes brought in for both GCSE and A Level studies. It is a well organised and well-resourced department that recognises the need to be able to both support and extend the learning of individuals. Biology is a subject supported by practical investigation and students are given opportunities to reinforce their learning with practical activities wherever possible. Biology is a popular choice, the uptake from GCSE to A Level is high resulting in it being one of the largest departments of the school. Many students leave school to continue their study with a wide range of related degree courses including Medicine and Dentistry.

Who are we looking for?

We would expect to see many of the following characteristics and dispositions in the successful candidate:

- A belief that young people have potential and can achieve;
- A graduate teacher with a keen academic interest in the subject;
- The willingness and ability to teach Biology at all age and ability levels within the school, up to and including A Level;
- The ability to prepare Yr 12 and 13 students for extra admissions tests and Thinking Skills Assessments.
- Willingness and ability to teach KS3 Combined Science;
- Potential in the short or medium term (with CPD and support) to be able to offer the other GCSE Sciences;
- Ability to work as part of a successful and supportive team;
- Interest in taking an active part in the development of the Biology curriculum within the school;
- Interest in contributing to extra-curricular Biology activities;
- Flexibility and imagination in developing new ideas and resources, as well as adapting to curriculum changes;
- Ability to make a contribution to the wider School curriculum;
- Good communication skills;
- Displays commitment to the protection and safeguarding of children and young people.

General Job Specification and Conditions of Employment

The Subject Leader is responsible to the Headmaster through the Second Deputy for the management of his/her subject area and for the promotion of the subject throughout the School. Also, to ensure that each student is positively encouraged to develop his or her potential to the full and to maintain an overview of work being done and levels attained at Key Stages 3, 4 and 5.

In addition to the responsibilities as a Classroom Teacher, the Subject Leader shall:

- establish the philosophy, aims and objectives of the department, ensuring that they reflect those of the School;
- ensure through leadership and monitoring, that the department is meeting the Teaching Standards
- plan, implement and review the department's curriculum within the framework of the National Curriculum, and the School curriculum philosophy and co-ordinating the production, in conjunction within departmental colleagues, of appropriate schemes of work;
- ensure that assessment is regular and thorough and that full records of work done by members of the department and students are kept;
- ensure that HAPS, MAPS and LAPS are provided for through differentiated teaching and learning across the department

- develop and train of departmental staff, participating in performance appraisal and the supervision of newly qualified or appointed teachers;
- lead and take part in regular departmental meetings;
- ensure that the department is represented in all curricular matters at meetings;
- liaise with other departments;
- co-operate with the appropriate colleagues to manage student behaviour and progress;
- liaise with the Second Deputy : Teaching and Learning in all matters concerned with the timetable, curriculum, assessment and student achievement;
- delegate effectively among colleagues appropriate administrative tasks or department responsibilities and duties;
- encourage the development of new approaches, methodologies and initiatives within the department;
- complete the annual Departmental Audit and Plan, using performance data and preparing a budget for the forthcoming financial year;
- keep the department's spending within budget and ensuring that stock and equipment are well cared for and economically used;
- supervise the work of support staff;
- oversee the health and safety of students and staff;
- ensure that departmental rooms present a stimulating environment;
- co-ordinate external examinations and ensure accuracy of entries with the Examinations Officer;
- organise grouping arrangements of students within the department, according to a clear departmental rationale;
- ensure that whole School policies are incorporated into departmental documentation and implemented;
- encourage and promote cross-curricular and co-curricular developments to do with the inter-house competition and other activities;
- liaise with the Librarian to ensure that the learning of students in the subject area is supported by the Library;
- liaise with the ICT Support Manager and the Subject leader of Computing and ICT to ensure that students and staff in the subject area have appropriate access to ICT within the School's ICT Development priorities;
- undertake such other tasks as the Headmaster shall from time to time reasonably require.

Remuneration

A remuneration package will be agreed upon appointment depending upon experience.

Applications

An application form can be obtained from the School's website at

<http://www.oshsch.com/vacancies/>

Completed applications can either be returned by post or by e-mail as detailed below and must be received no later than 10am on Monday 5th March 2018.

Applications by post should be sent to the following address:-

Alison Davey,
HR Manager
Old Swinford Hospital,
Heath Lane,
Stourbridge,
West Midlands,
DY8 1QX.

Applications sent by e-mail should be sent to adavey@oshsch.com

Applications must contain the following:

- A letter of application of not more than five hundred words;
- A fully completed Application Summary, including full career history;
- A brief Curriculum Vitae;
- The names and contact details of three referees, all of whom should have known the applicant in a professional capacity.

Late or incomplete applications will not be considered.

Interviews

Shortlisted candidates will be interviewed by a panel of senior staff. They will also be asked to teach part of a lesson. The interview date will be confirmed following shortlisting.

Unless applicants indicate that they would prefer otherwise, the School will approach referees prior to selecting candidates for interview.

Old Swinford Hospital reserves the right to check the accuracy of statements made as part of an application process. Those submitting an application are deemed to have given consent to such checks being made.

Equal Opportunities

Old Swinford Hospital welcomes **applications** for employment from all sectors of the community.

Suitability to Work with Children

Old Swinford Hospital is committed to safeguarding and promoting the welfare of children and applicants are required to undertake an enhanced Disclosure & Barring Service check.

The Governors of Old Swinford Hospital will pay for the DBS but you will be required to subscribe to the Government DBS Update Service which is an annual fee of £13.00 (2016).