PLANTSBROOK SCHOOL

'Be the best that you can be'

Plantsbrook LEARNING TRUST

JOB DESCRIPTION

Title of Post: Teacher of Science

Salary: Teachers' Pay Scale according to qualifications and experience

Effective from: To commence as soon as possible **or September 2018 for NQT**

SCIENCE DEPARTMENT

Thank you for your interest in this post. Let us tell you a little more about it. We are looking for a qualified, enthusiastic teacher of Science who is also able to teach a Science to A Level.

Introduction to the Post
This is a permanent, full-time post to commence as soon as possible. This post is also suitable for an NQT with a September 2018 start. It is payable on the Teachers' Pay Scale according to qualifications and experience.

In the Science department, we have been working hard to motivate our children to enjoy and be inspired by Science and have developed KS4 Schemes of Work that look for active approaches to Science investigation and learning. We believe in targeting pupils of all abilities to improve results and eradicate underachievement. Plantsbrook aims to offer all students high quality lessons in Science which cater for individual needs, National Curriculum requirements, and equal opportunities.

All staff in the department are enthusiastic, well qualified graduates who bring their own subject specialisms into the area of Science. The team includes several recently qualified young staff as well as an Assistant Headteacher and the services of three laboratory technicians who maintain and develop practical resources, demonstrate practicals and distribute equipment.

The vast majority of the teaching currently takes place in a suite of eleven state-of-the-art, well equipped laboratories. The department also has a set of laptops to use in lessons. The ingenuity of the staff and good work of students result in attractive displays in these rooms.

All students, from Year 7 onwards, are taught in ability groups. In Years 7 and 8 students follow our own 'in house' written course. In Year 8, students study a course in preparation for GCSEs and start full GCSE study in Year 9. Students in Years 9/10/11 follow the new Combined (Trilogy) Science or separate Sciences.

A-level students are offered courses in Physics, Chemistry, Biology and Applied Science taught by specialists.

The school has a network of over 500 computers and there is access to six computer suites and six sets of mobile laptops.

PLANTSBROOK SCHOOL

GENERIC TEACHER JOB DESCRIPTION

1.0 JOB TITLE Subject Teacher/Form Tutor

2.0 JOB PURPOSE To promote the general progress and well being of individual pupils and of any class or group of pupils assigned to you principally but not exclusively by teaching and as a Form Tutor if required.

3.0 DUTIES AND RESPONSIBILITIES

3.1 Those duties and responsibilities undertaken by a teacher in relation to the teaching of children and the organisation of the Multi-Academy Trust:

a) Planning and preparing work for pupils assigned to you.

b) Teaching according to their educational needs, the pupils assigned to you, including the setting and marking of class work and homework carried out by those pupils, the number of lessons should not normally exceed that limit which has been agreed in the school.

c) Assessing, recording and reporting on the development, progress and attainment achieved by those pupils assigned to you.

d) Communicate with pupils, parents and carers in accordance with the school ethos, policies and practice.

e) Participate in arrangements for the appraisal and review of your own performance and, where appropriate, that of other teachers and support staff.

f) Regularly reviewing your methods of teaching and programme of work.

g) Participate in arrangements for your own further training and professional development and, where appropriate, that of other teachers and support staff including induction.

h) Taking all reasonable steps to maintain good order and discipline among pupils and safeguarding their health and safety both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere.

i) Participate, as appropriate, in meetings at the school which relate to the curriculum, administration or organisation of the school.

j) Participate in arrangements, as appropriate, for preparing pupils for public examination and assessment approved by the Secretary of State, recording and reporting such assessments and participating in arrangements for pupils' presentation for and supervision during such examinations.

k) Participate in an equitable system of cover in accordance with policies agreed between the School and the recognised Teacher Associations.

l) Attending assemblies unless a dispensation has been granted, registering the attendance of pupils and supervising pupils, whether these duties are to be performed before, during or after school sessions in accordance with school policy.

3.2 **SPECIFIC**

a) To ensure that the register is marked punctually and kept up-to-date as required by the law. All absence should be accounted for by notes from parents or guardians and any problems reported to the Achievement Co-ordinator for the appropriate Year Group in the first instance.

b) To deal with other returns and requests for information about pupils in the Tutor Group as required.

c) To contribute to and assist as required in keeping up-to-date the pupil records for each pupil in the Tutor Group.

d) To contribute to references, reports to outside agencies and the like, in consultation with colleagues.

e) To implement the School Policy on personal appearance, uniform and behaviour of the pupils.

f) To help pupils with individual guidance as necessary.

g) To attend assembly with the form unless a dispensation has been granted.

4.0 LINE MANAGEMENT – RESPONSIBILITY TO AND FOR

1. Responsible to the Headteacher (through Subject Leader and Departmental Supporter).
2. To an Achievement Co-ordinator for any tutorial activity.
3. Responsible for the supervision of persons providing support in the classroom.

5.0 PERFORMANCE MANAGEMENT

Teachers on the Main, Upper and Unqualified Teachers' pay ranges will have their salary reviewed annually in accordance with the Academy Trust Pay Policy. To move up the Main pay range or the Unqualified teachers' pay range one point at a time, teachers will need to have made good progress towards their objectives, have shown they are competent in all elements of the Teachers' Standards and teaching should be at least good as defined by OFSTED.

If appropriate, for the postholder:

UPR:

- Any qualified teacher who is highly competent in all elements of the relevant standards and his/her achievements and contributions to the school are substantial and sustained, may apply to the Headteacher to be paid on the Upper Pay Range.

- *Highly competent in all elements of the relevant standards* means teaching performance which consistently meets all elements of the Teachers' Standards.

- *Substantial* means a significant contribution to improving standards of teaching and learning for other staff, through sharing and disseminating knowledge and skills by coaching, mentoring, demonstrating and curriculum development activities. The purpose of the contribution is to help those teachers improve the outcome for pupils. However, the teacher providing the support should not routinely be held accountable for the learning of pupils in the classes taught by other teachers.

- *Sustained* means maintaining these contributions over at least two years.

6.0 REVIEW AND AMENDMENT

This job description is normally subject to annual review. It may be amended at the request of the Headteacher or the postholder but only after full consultation with the postholder.

Job description issued, after consultation, by Ms T Campbell, Headteacher.

PERSON SPECIFICATION

Professional Qualities

You will:

1. Be an excellent teacher.
2. Have good classroom management skills and be able to help other departmental colleagues if needed.
3. Be committed to teamwork as a style of management, both within the department and within the school.
4. See your subject as being part of a wider picture which includes the whole curriculum.
5. Be committed to improving student achievement, including monitoring attainment, target setting and mentoring underachievers.
6. Be an efficient administrator.
7. Be committed to staff development and training, including performance management.
8. Be committed to equal opportunities and success for everyone in a comprehensive school.
9. Be committed to safeguarding and promoting the welfare of children and young people.
10. Be committed to the concept of the school at the heart of the community.

Personal Qualities

You will:

1. Enjoy working with young people and treat them with respect.
2. Be able to motivate and inspire students.
3. Be optimistic, enthusiastic and 'generous of spirit'.
4. Have a sense of proportion and humour.
5. Be equally literate and numerate, including using ICT.
6. Have the personality to deal with student discipline problems firmly and fairly.

TO APPLY:
If you would like to apply for the post, please complete the application form enclosed, together with other relevant information in support of your application.

The application form and details are also available on our website:
http://www.plantsbrooklearningtrust.org.uk/landing-Vacancies

CLOSING DATE: Friday 26th January 2018

I look forward to reading your application. If you are shortlisted for this post you will be contacted by telephone. It is our practice, as part of the interview process, for interviewees to teach a 30 minute session, observed by a senior member of staff.

Note: If you have not heard from the school within 2 weeks of the closing date, please assume that you have been unsuccessful in your application.

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

Please note successful candidates for all Plantsbrook Learning Trust vacancies will be requested to apply for an Enhanced Disclosure from the Disclosure and Barring Service, although a criminal record will not necessarily be a bar to obtaining the position.