**Science Team Roles and Responsibilities 2016-17**

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| **MAG**   * KS4 chemistry tracking and intervention * Finance * BTEC/AGQ lead * Pixl lead * Data management * Triple, additional & Core tracking * Student grouping - setting * New students * Yr7, Yr8, Yr9 spread sheet mechanism * Chemistry lead * Recruitment and Retention * Sixth form Open evening * Post 16 achievement * KS4/KS5 chemistry review and design * KS4/KS5 calendar long term planning * Cover QA * Appraisal * Team SEF * Y9 options * e-mail and post gate keeping * GCSE moderation * SCA & exam entries * Consolidation shared resources * Work sampling, learning walks and consistency | | **LM**   * KS4 biology tracking and intervention * KS3 review and design lead * Consolidating – shared resources * Personnel and Staff welfare * Mentoring, NQT, new staff * Induction and CPD * Performance Analysis * Intervention QA * Pupil premium * Transgressors * Departmental detentions * Behaviour management * Student voice * Biology lead * Recruitment and Retention * Sixth form Open evening * Post 16 achievement * KS4/KS5 biology review and design * KS4/KS5 calendar long term planning * Cover QA * Appraisal * Team SEF * Literacy- with TAB * Governor links * Rooming * Technician liaison * Consolidation shared resources * Work sampling, learning walks and consistency | | **CWD**   * KS4 physics tracking and intervention * iGryphon lead * School’s direct mentor * Physics lead * Recruitment and Retention * Sixth form Open evening * Post 16 achievement * KS4/KS5 physics review and design * KS4/KS5 calendar long term planning * Cover QA * Appraisal * Team SEF * Ogden Trust Partnership * Radiation Protection Supervisor * Health and Safety- with JRG * Consolidation shared resources * Work sampling, learning walks and consistency | | **Joint Leadership Roles**   * Strategic vision * Achievement * Accountability * Aspiration and ambition * HOD Meetings * Departmental awards and rewards   There is designed collaboration across the sciences, key stages, themes and issues.  **All staff responsibilities**:   * Student progress * Use of Gryphon Fundamentals * Use of iGryphon * Student tracking * Student interventions (Inc. PP SEN) * Rewards & Sanctions * Assessment & feedback * Profiles and reviews * SOW contribution * Revision support * Support of NQTs, PGCE students & placements * Extra-curricular involvement and promotion * Standardised Departmental Procedures and Expectations * Student Voice * Support SciLG in learning walks/work scans | | **FMG**   * Classroom Teaching and learning * Quality of teaching * Learning walks * Coursework tracking * Coursework intervention * Quality organization * Work sampling and consistency * Mentoring and CPD whole school * New staff * PGCE PST * SWAG challenge plus whole school * School teaching and learning team * KS3 review and design * KS3 homework strategy lead- with NLG * Year six induction day * Science extra-curricular oversee * RRS department link | |
| **BEM**   * STEM co-ordination (links with Thales) * Trips, visits, competitions * Science PR * Yr 7 & 8 tracking and intervention (joint with HJC) * Lead tutor * DofE C&C walking leader | **HJC**   * Let’s think lead * PGCE PST * Year 6 Open evening   • Yr 7 & 8 tracking and  intervention (joint with BEM) | | **CED**   * Part-time * Whole school primary transition * School teaching and learning * Primary links * Y6-8 Curriculum * Science provision for nurture group students | | **NLG**   * DofE Silver award lead * AGQ biology unit development * KS3 homework review- with FMG | | **CEM**   * LGBT lead whole school * Lead tutor * PGCE PST | |
| **JRG**   * Health and safety * AGQ physics unit development * Support LM with behaviour management | **AMO**   * Lead tutor * Challenge plus tutor | | **PTH**   * Head of Year * KS4 post-assessment intervention | | **SCB**   * Spreadsheet apprentice * Science newsletter * Science extra-curricular lead | | **MC**   * Science extra-curricular | |
| **NJE**   * Deputy Head * AL academic challenge | **TAB**   * Part-time teacher * Specialist science TA * KS3 literacy- with LM * KS4 and 1:1 SEN intervention * TRAX | | **Technicians**   * Supporting teaching and learning * Resource organization * Resource management * Science environment | |  | |  | |