**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
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| **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
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| **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
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| **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
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