



Head Teacher: Mr M. Sibson, Jacksons Lane, Hazel Grove, Stockport, SK7 5JX



**HAZEL GROVE
HIGH SCHOOL**

Believe

Achieve

Succeed

Head of Science

Teachers' Main Pay/Upper Pay Range Plus TLR 1 (£9473 per annum) (Negotiable starting point for outstanding candidate) · September 2018 start · Full Time · Permanent

A fantastic opportunity has arisen for a motivated, dedicated and talented Head of Science to lead our successful department. This post is an excellent opportunity for a Science specialist who wants to extend their experience beyond that of a Head of Department. If you have been a Lead Practitioner, outstanding Head of Department/ Second this post would enable you to maintain close links with classroom practice whilst developing your own leadership potential and whole school responsibility.

We are seeking motivated professionals who have a passion for Science and the learning of Science subjects. The successful candidate will provide strong leadership as part of a team to drive up standards and ensure good and outstanding provision and outcomes for every student. You will have excellent knowledge of effective strategies to raise achievement and excellence in teaching and learning and be able to demonstrate impact and the ability to continually drive improvement.

We can offer you:

- an opportunity to join our talented team as we continue to rise as an established and successful 11-18 school
- the opportunity to work at a good school with a strong Science department
- excellent professional development opportunities
- a supportive and friendly working environment
- a chance to work with our fantastic young people
- a rich programme of CPD to prepare for middle management and promotion to senior management
- a school that believes in developing all its staff and students to be the best that they can be
- childcare salary sacrifice scheme
- reduced gym and fitness class membership in our on site Sports Centre
- auto-enrolment into Teachers' Pensions

For a full application pack and further details please go to the vacancies page of our website www.hazelgrovehigh.co.uk, alternatively please contact Mrs Hertel on 0161 456 4888.

Should you wish to discuss this vacancy further please don't hesitate to contact us. Unfortunately we do not accept CV's as a method of application.

Completed applications should be emailed to recruitment@hazelgrovehigh.co.uk by the closing date stated below. Sadly we will not be able to provide feedback to unsuccessful applications.

Closing date: 9am, 18th April 2018 (we reserve the right to close this vacancy prior to the advertised closing date)

Interview date: 30th April 2018

The successful applicant's appointment will be subject to satisfactory references and Enhanced Disclosure and Barring Service check.

Hazel Grove High School is an equal opportunities employer and we are committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment.



**HAZEL GROVE
HIGH SCHOOL**

March 2018

Dear Applicant

Post: Head of Science

I am delighted that you have shown an interest in working at Hazel Grove High School & Sixth Form. Hazel Grove High School is a vibrant and inspiring place to learn and work. We are always looking for colleagues who are already outstanding in their field, or have the potential to become outstanding, to join our staff team and make a contribution to the lives of our young people.

Hazel Grove High School & Sixth Form has a well established reputation for excellence in education for our students and we continue to be a highly performing school in respect of new Progress 8 measures. We want all of our students to achieve their potential and we make sure that there are no limitations or barriers to reaching the highest possible standards of academic, social and personal development.

You are joining the school at an exciting time as our Sixth Form and main school reach record levels of entry into Year 12 and Year 7 respectively. The school is over-subscribed and has a long waiting list. We offer a fully inclusive education and quality learning experiences across a range of subjects – Science being one of these.

GCSE Science results have always been well above the national averages (79% grade C or higher in 2017). We offer Biology, Chemistry and Physics to A Level with impressive results in all three.

We have a hugely talented and committed Science team, with a range of well qualified and dedicated professionals to make sure that our curriculum, guidance, care and support meets the different needs of every young person. Across the school and Sixth Form we pride ourselves on having high expectations which ensures that our students are well organised, caring and supportive of each other and also personally ambitious.

The outcomes in Science have been traditionally very strong and due to the internal promotion of the Head of Science we are now seeking a talented individual who can lead the department through the challenges of the new 1-9 curriculum ensuring student engagement in Science.

As Headteacher my philosophy is always to operate with complete transparency with our staff body and as such you will see that our most recent Ofsted graded our post 16 provision as good and the main school as requiring improvement. This was on the back of some disappointing results in Maths in 2017 and our attendance figures for disadvantaged being annually below the national average. In truth as a school with a P8 figure of +0.17 in 2017 this doesn't feel like a requires improvement school however we have to accept that when

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Lead subjects in Mathematics, Science & Technology



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EXCELLENCE AND DIVERSITY



INVESTORS IN PEOPLE

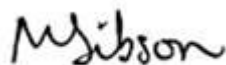
these two key pieces of data sit below national averages we can not argue with this outcome. An action plan is already addressing these areas and you will join a team of staff dedicated to restoring the school to "good" by 2020.

I am open to speak to any interested candidates over the phone or in person over the Easter period. I am available to hold discussions with or facilitate a visit to our school on Thursday 12th April between 10am and 5pm. Please contact me directly at m.sibson@hazelgrovehigh.co.uk should you wish to discuss this opportunity more with myself or view the department over Easter before the application deadline.

You would be joining an excellent team of dedicated teaching and support staff. We are one big family whom put the welfare of our staff and students before the chase of league table positions. Our tradition of success is built on a firm foundation of strong pastoral care and we ensure a climate for learning which is calm, well ordered and secure, and focused on achievement and success. Our students are superb and I hope you will be excited about the opportunity to lead a key department within a 11-18 setting, working with some amazing Sixth formers, a talented Science team and the hardest working young people in Stockport.

We believe that by working together we can ensure opportunity and success for everyone. Every young person and staff member has unlimited potential and together we can make sure that this potential is fulfilled. I hope you feel that Hazel Grove is the right next step for your career and I look forward to receiving your application or indeed hearing from you to find out more about the post.

Yours faithfully,



Mark Sibson
Headteacher



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Science Department

Hazel Grove High School Science department is successful and well resourced; it has improved its GCSE results over the last 5 years and is one of the most successful departments within the School.

Results: GCSE 2016

Subject	A*-C
Additional	79
Biology	100
Chemistry	100
Physics	100

Results: A Level 2016

The department has been teaching A Level for the past 3 years and numbers taking the course, attainment and progress are improving. This is still a key focus for the department

- A2 Biology: 70% pass rate
- AS Biology: 100% pass rate
- Chemistry: 100% pass rate
- Chemistry: 100% pass rate
- Physics: 100% pass rate
- Physics: 100% pass rate

The Science department is committed to ensuring that all students not only achieve their academic potential in Science but also recognise the importance and intrinsic fascination of Science. The courses we offer have been chosen specifically to match the needs of all students in our school.

Classroom learning is supplemented by additional activities outside of the classroom such as the fortnightly STEM clubs for each year group and various trips. The department is currently planning A Level trips to CERN and Costa Rica and a KS3 trip to the Eurospace Centre.

The Science Curriculum

Key Stage 3

Includes Years 7 & 8

Year 7 & 8 have 7 x 60 minute lessons per fortnight cycle, they follow the current National Curriculum. We have written our own scheme of work based upon the Edexcel 5 year SoW.

Key Stage 4

Includes Year 9-11

Year 9 have 9 x 60 minute lessons per fortnight cycle Years 10 & 11 have 9 x 60 lessons per fortnight cycle. Year 9 are just embarking on the new science 9-1 course through Edexcel. It will be decided who will follow the Combined or Separate Sciences route at the end of Year 9.

Years 10

The top two sets in Year 10 are working their way through Edexcel Separate Sciences. They will be assessed at the end of Year 11 and obtain a grade for each Science discipline. All other classes are completing Core and Additional Science with their GCSE final assessment at the end of Year 11.

Year 11

The top two sets are completing the OCR Gateway separate Science route. They will sit all of their exams at the end of Year 11. The other sets are completing the Core and Additional Science route having done Core in Year 10

Key Stage 5

All A Level subjects have 8 lessons a fortnight

Biology study AQA

Y12: 2 classes

Y13: 1 Class

Chemistry study AQA

Y12: 2 classes

Y13: 1 Class

Physics study AQA

Y12: 1 classes

Y13: no class this year although it has run for the previous 2 years with a 100% pass rate

Staffing and Facilities

The Science Department currently has 11 full time teachers (Inc. Head of Department) and one-part time teachers (80%). They are supported by three-part time science trained Laboratory Technician which allows two technicians to always be available to support. The Head of Department is supported by the Head of Biology, Head of Chemistry and Head of Physics. The team is a strong and friendly group and are ably supporting the development of 4 NQTs this year as well as rewriting KS3 and KS4 schemes of work. The department enjoy each other's company and are often the life and soul of staff socials.

There are 9 dedicated Science Laboratories and 1 small sixth form teaching room. All of the rooms are fully equipped with speakers, interactive whiteboards and/or flat tv screens. As the school grows our resources continue to grow and improve. There is 'bookable' access to full IT suites with subject specific software installed on the network.

Job Description

Post Title: Head of Science

Grade: TLR 1b

Responsible for: Accountability for Leading, Managing & Developing a Subject/Curriculum Area

Responsible to: Senior Link

Role Overview:

To provide strong leadership as part of a team to drive up standards and ensure good and outstanding provision and outcomes for every student with particular reference to the Science Department.

Main Responsibilities

Key Responsibilities

- To inspirationally lead, manage and co-ordinate the strategic development and deployment of the Science team in the school in order to move towards exceptional achievement and progress in the school across 3 Key Stages
- To be accountable for student attainment and progress in Science ensuring every student achieve and exceeds their potential
- To positively lead, monitor and evaluate the innovation and development of teaching and learning strategies within Science using all school QA systems to hold staff to account for the standards of teaching within Science
- To be accountable for the delivery of range of extra-curricular offers within Science
- To be accountable for the effective promoting and safeguarding students' welfare and personal development as part of a departmental and school approach
- To take full role within the school community as a member of the wider leadership team
- To ensure that health and safety policies and practices, including risk assessments, throughout the department are in line with national requirements and are updated where necessary, liaising where appropriate with the school's Health & Safety Manager and all Science staff.

Strategic Leadership

- Work with the Headteacher being accountable for the delivery of key teaching and learning and CPD objectives as determined in negotiation with the Headteacher and the Senior Leadership Team (SLT) as a whole.
- Work in partnership with members of SLT in providing a high level strategic, management and operational direction for the School.
- Share with members of the SLT the responsibility for setting, maintaining, monitoring, evaluating and improving standards and achievements in the School.
- Provide strategic leadership for Science
- Work with staff to maximise student progress
- Provide an example of 'excellence' as a leading classroom practitioner and inspiring and motivating other staff.

Member of the wider leadership team

- To take a full part as a member of the schools wider leadership team
- To respect the confidentiality expectations of being a member of the extended leadership team

Teaching and Learning

- Development of continuous improvement in the quality of teaching and learning and progress of students in Science in particular but also across the School
- Lead the development of outstanding learning and teaching within the department

- Ensure effective use of formative and summative assessment to ensure that students, teachers and parents know if students are achieving the expected standard or if they need intervention.
- Evaluate the teaching and learning of the subject by the monitoring of teachers' plans and through work analysis, identify effective practice and areas for improvement, and take appropriate action to improve further the quality of teaching.
- Develop effective links with the local community including parents, business and primary links.
- Ensure that teachers are aware of the implications of equality of opportunity which the subject
- Ensure that entries for all external examinations are submitted to the examinations officer by specified deadlines.
- Monitor and evaluate the standards of teaching and learning within the Science department and the school ensuring the highest standards of professional performance are maintained
- Encourage and sustain a culture and ethos of challenge and support; challenge underperformance and support staff as appropriate
- Ensure staff you line manage are using data effectively to plan lessons which meet the needs of all students and that they are monitoring student progress effectively, communicating next steps successfully.
- Ensure the accuracy of assessment through internal and external standardisation and moderation
- Contribute to the development of the wider school learning and teaching team through INSET or training programs
- Ensure Science environments foster a culture of high expectations
- Set high expectations for staff and students to relation to achievement, the quality of lessons and classwork and homework
- To ensure the effective deployment of classroom teaching and support across the department
- To implement behaviour and reward policies as agreed on whole school level to encourage good practice with regard to punctuality, behaviour, standards of classwork and homework
- To implement school and Science department policies and procedures
- Monitor and evaluate the standards of teaching and learning within the Science department and the school ensuring the highest standards of professional performance are maintained
- Be an excellent practitioner and model through your own teaching high expectations, differentiated lessons with support and challenge in line with School Policy

Curriculum

- Ensure that there is a coherent and progressive curriculum in place that is well resourced.
- Ensure that there is effective delivery of a coherent and progressive curriculum that enables all learners to reach their academic potential.
- To lead the development of appropriate curriculum course choice, resources, schemes of work, marking policies and teaching strategies for Science
- Review and develop schemes of work by leading and managing other staff in the department to extend and improve current resources
- Ensure staff update professional knowledge and expertise as appropriate to keep up to date with developments in teaching practice and methodology
- Promote Science through extra-curricular activities
- Work with the head of PSHE to ensure Science contributes fully to the values led curriculum for PSHE
- Develop regular and strong links with the Head of Whole School Numeracy and Literacy to ensure Science teaching reflects best practice in these two key areas

Leading and managing staff

- Enthuse, inspire and motivate staff to create a can-do culture which promotes our values and ensures high standards.
- Play a significant part in the performance management process
- Ensure strategic plans are implemented effectively ensuring deadlines are set and met.
- Provide an example of 'excellence' as a leading classroom practitioner and inspiring and motivating other staff.
- Enable all teachers to achieve expertise in planning for and teaching the subject through example, support and by leading or providing high quality professional development opportunities.
- Line manage the team of technicians to support the development of practical Science resources

- Ensure that the Head of School, S.L.T. and governors are well informed about policies, plans, priorities and targets for the subject and that these are properly incorporated into the school development plan.
- Contribute to the production of a Department Improvement Plan and the development of the School Development Plan

Effective deployment of resources

- Maintain efficient and effective management and organisation of learning resources, by developing or identifying new resources including ICT applications to the subject.
- To be aware of and respond appropriately to any Health and Safety issues raised by materials, practice or accommodation related to the subject.
- Maintain efficient and effective management of the expenditure for the subject.
- Help colleagues to create a stimulating learning environment for the teaching and learning of the subject.
- Take on any additional responsibilities, which might from time to time be determined.
- To oversee the creation of appropriate "absent from class" support packages for Science for each Key Stage

Requirements of a classroom teacher

- Teach pupils within allocated classes, enhancing their learning and providing the opportunity for achievement for all pupils.
- Planning and preparing tasks which challenge pupils and ensure high levels of interest during lessons.
- Monitor the academic progress of pupils within allocated classes and implement appropriate strategies to address underachievement.
- To assess, record and report on the progress and attainment of all pupils within allocated classes.
- To register the attendance of pupils in class using and applying the schools attendance policy
- To set appropriate homework in line with the schools homework policy
- To mark pupil's work and give appropriate and constructive feedback.
- To research new topic areas, maintain up-to-date subject knowledge, and devise and write new curriculum materials.
- Manage pupil behaviour in the classroom and on school premises, and apply appropriate and effective measures in any isolated cases of misbehaviour.
- Communicate with parents and carers over pupils' progress and participate in departmental meetings, parents' evenings and whole school training events.
- Undergoing regular observations and participating in regular in-service training (INSET) as part of continuing professional development (CPD).
- Undertake critical self-evaluation and then participate in continuous professional development designed to enhance the quality of teaching or other working practices.
- Undertake the role of a form tutor

General

- To strictly observe the principles of confidentiality.
- Be aware of the responsibility for personal health, safety and welfare and that of others who may be affected by your actions or inactions.
- Support the School's implementation of all other current statutory requirements, e.g. Equalities Act, Equal Opportunities, Child Protection.
- To fulfil personal requirements, where appropriate, with regard to School policies and procedures, health, safety and welfare, emergency, evacuation and security.
- To have responsibility for promoting and safeguarding the welfare of all students.
- The School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment, to work positively and inclusively with colleagues and stakeholders so that the School provides a workplace and delivers a service that does not discriminate against people on the ground of their age, sexuality, religion or belief, race, gender or disabilities.

Reference No. of applicant _____



Person Specification

Head of Science

March 2018

CATEGORY	CRITERIA	ESSENTIAL OR DESIRABLE	SCORE SHORTLISTING	HOW ASSESSED
EDUCATION, QUALIFICATIONS AND TRAINING	Qualified Teacher Status	E		Application Certificate
	A graduate with appropriate teaching qualification in Science	E		Application Certificate
	Higher professional qualification, proof of CPD	D		Application Certificate
SKILLS, ABILITIES AND KNOWLEDGE	An excellent classroom practitioner with knowledge of effective strategies to raise achievement and update knowledge of teaching and learning best practices	E		Application Interview
	Effective communication skills, ability to motivate students and staff and create good learning environments	E		Application Interview
	The ability to lead and manage a team of specialists and non-specialists in the delivery of Science	E		Interview
	Able to show clear evidence of the impact of their teaching in student progress consistently over time	E		Application Interview
	Knowledge of current issues and recent developments in Science	E		Application Interview
	A clear understanding of the teaching standards and a clear approach to ensure they are being met by all colleagues	E		Application Interview

	The ability to think and act analytically and strategically at a whole school level with a clear vision for raising standards and impact on all pupil outcomes	<i>E</i>		Application Interview
	An excellent role model- leading by example and providing support and challenge for others	<i>E</i>		Application Interview Reference
	Able to follow the school's safeguarding procedures and recognise when to report any concerns	<i>E</i>		Application Interview
	Willingness to work as part of a team to implement and share new ideas	<i>E</i>		Application Reference
	The ability to manage student behaviour, attitudes promoting positive aspirations while maintaining mutually respectful relationships	<i>E</i>		Interview Reference
	Willing to contribute to the school's programme of extra-curricular activities	<i>E</i>		Application Interview
	Understanding of particular needs of students with SEN	<i>D</i>		Application Interview
	Awareness of factors affecting language and learning across the curriculum	<i>D</i>		Application Interview
EXPERIENCE	Successful experience of teaching Science across the full age range of an 11-16 secondary school to a wide range of abilities	<i>E</i>		Application Interview
	Current/recent responsibility post within a department and experience of pastoral or tutor role	<i>E</i>		Application Interview
	Successful and proven track record of innovation and leading change with a demonstrable impact on school improvement	<i>E</i>		Application Reference
	A record of sustained progress in learning, whose students reach high standards of learning and achievement	<i>E</i>		Application Reference

OTHER REQUIREMENTS	Experience of or evidence of capacity to adapt and embrace change successfully	E		Application Interview
	Experience of deploying quality assurance programmes and holding staff to account	E		Application Interview
	Evidence of coaching staff successfully	E		Application Interview
	Evidence of effectively working with other stakeholders e.g. parents, governors or external agencies	E		Application Interview
	Be committed to their own professional development and developing others	E		Application Interview
	Strong commitment to the values, vision and ethos of the school	E		Application Interview
	A positive professional role model for staff and students, with high expectations of themselves and others	E		Application Interview
	Commitment and dedication to school improvement- with energy, drive and a sense of purpose	E		Application Interview
	An effective self-manager and independent worker, who can prioritise, meet deadlines and adapt as required	E		Application Interview Reference

Please ensure you read the 'Guidance Notes' in conjunction with the Job Description and Person Specification, when completing your application you will need to tell us how you meet the criteria. You will need to provide clear and concise examples of how you meet the criteria. During our initial shortlisting process we will score your application as follows:

3 points = Exceeds requirements

2 points = Fully meets criteria

1 points = Meets criteria (borderline)

0 point = does not meet criteria/unable to evidence