**LYNN GROVE ACADEMY**

**INFORMATION FOR APPLICANTS**

**About the school and local area**

Our pupils make Lynn Grove a great place to work. In our school you will find lively positive young people with open minds who are ready to make the best of opportunities that come their way. They understand and uphold our core values of mutual respect, hard work and kindness. They are polite, considerate and engaging; we have many reasons to be proud of them.

We are a large and friendly staff team who understand the importance of collaboration to support all our pupils to achieve their full potential. We invest heavily in professional development and believe in working closely with our neighbouring schools.

Our ambition is that every young person should leave us with the attributes of a successful young adult ready for the next stage of their education or training. Through our lessons and through our extracurricular offer we aim to foster a love of learning and interests that will be enriching and sustaining well into adult life.

We are committed to offering a broad and balanced curriculum that allows all pupils to follow their interests and supports them to achieve highly. We never underestimate the importance of pastoral support and have structures in place to provide care and guidance through the challenges of teenage years. The pastoral team makes a significant contribution to the positive social, moral, cultural and spiritual life of the school.

We are proud to be members of the Creative Education Trust family of schools. As a CET school we have access to outstanding support from the very best experts in school improvement and professional development. Our pupils benefit from an exciting offer of cross trust enrichment activities and an innovative approach to cross curricular development through the ‘Knowledge Connected’ programme.

We have outstanding facilities. At the heart of the school is our wonderful library which is open daily from 0800 to 1730; popular with pupils, it supports our determination that ‘Lynn Grove Reads!’ Our strong sporting provision is enhanced by our extensive playing fields, 3G pitch and recently opened hard courts. Imaginative planning has enabled us to suite subject areas together and to provide extensive social space for our learners during break periods. We have excellent provision for ICT and an impressive Virtual Learning Environment.

We are fortunate to enjoy great support from Lynn Grove parents who show a real interest in the progress of their sons and daughters and contribute to the sense that our school is at the very heart of our community.

Lynn Grove is situated between Bradwell and Gorleston, which form part of Great Yarmouth. The school is situated in a quiet residential area surrounded by extensive playing fields. We are well positioned for very easy access from Norwich or North Suffolk and we have ample parking for all our staff. There are 1040 pupils and the school enjoys an excellent reputation in the local community and beyond.

**Head of Science - Job Description**

**Salary:** L8 - L12

**Responsible to: Vice Principal**

**Responsible for: KS3 Co-ordinator, 6 science teachers, 2 technicians and trainees allocated to department**

**Job purpose**

This role is essential to drive progress and build capacity within the Science department. It will include developing the science curriculum and associated high quality schemes of learning, and ensuring good and better teaching to achieve the best possible outcomes for all students.

**Key responsibilities**

1) Teaching, Learning and Standards

* Ensure that the science curriculum fully meets the needs of all students and is effectively delivered in all respects.
* Deliver exceptional science lessons and be a model of teaching practice for the Science department.
* Quality assure teaching and learning within the science department and identify effective practice and areas for improvement.
* Conduct regular evaluations of the quality of teaching and learning across the department, agreeing strategies for improvement and informing CPD.
* Co-ordinate the preparation and development of courses of study, teaching materials, schemes of work and methods of teaching.
* Devise and implement science specific policies on assessment and marking.
* Co-ordinate assessment, recording reporting, and analysis of pupil progress within the academy’s framework to make data-driven changes to curriculum design, and pupil interventions.
* Provide the Senior Leadership Team with relevant subject, curriculum area or student performance information.
* Actively promote the development of science across the Academy.
* Devise strategies to close gaps in achievement between different groups.
* Ensure that all pupils achieve or exceed academy targets.

2) Management and leadership

* Motivate, challenge and support all staff in order to ensure a high performing department and positive team culture.
* Lead performance management across the team
* Effectively organise the teaching hours allocated to the department, ensuring that staff are deployed efficiently and that their work is coordinated to promote continuity and progression in learning experiences for the pupils.
* Coach staff to ensure excellent teaching and learning in all lessons, through regular observation and feedback.
* Ensure that classroom teachers are employing best pedagogical practice for their subject.
* Ensure effective communication within the department
* Delegate clearly defined areas of responsibility to other members of the department.
* Take an active role the appointment and professional development of teachers and non-teaching staff including the induction of new staff, appraisal for all staff, and the induction and assessment of new and newly qualified teachers to work in the department.

3) Efficient and effective deployment of resources

* Manage the department budget effectively;
* Oversee ordering, maintenance and accountability for the teaching and learning resources within the department
* Ensure the school’s Health and Safety policy and all published safety guidance is implemented and monitored in the department, including appropriate risk assessments when necessary;
* Ensure all classrooms and corridors in the vicinity of and relating to the Science Department have inspiring displays of material including students’ work which is regularly updated in line with academy policy;
* Ensure that the department inventory of equipment is maintained and regularly updated.
* Ensure the highest standards of health and safety

4) Other accountabilities

* Play an active role in school life and make a positive contribution to the ethos of the academy.
* Share the responsibility with other managers for the maintenance of a learning environment and the well-being of students throughout the day and at the end of the school day.
* Assist in the development of academy policies when requested and effectively implement all academy policies within the department.
* Assist in devising strategies and implementing activities to recruit pupils to the academy
* Actively participate in Heads of Department meetings and collaborate with other Heads of Department in order to enrich students’ learning.
* Perform additional duties and tasks required for the effective operation of the academy.
* Undertake other various responsibilities as directed by the Principal.

**Person Specification**

|  |  |  |
| --- | --- | --- |
|  | Essential  | Desirable |
| Qualifications | * Qualified Teacher Status
* Degree in relevant subject
* Recent and relevant CPD
 | * Master’s level degree
 |
| Experience | * Successful experience of teaching science at key stages 3 and 4
 | * Head of Department experience
* Experience of teaching at KS5
 |
| Knowledge and understanding | * Proven ability to deliver well planned and stimulating lessons
* Demonstrable knowledge and understanding of effective behaviour management strategies and the ability to put these into practice
* Deep knowledge of what constitutes effective teaching and learning
* Experience of devising strategies to support less able children and extend the more able
* Knowledge of current educational trends and initiatives
* Understanding of the principles and practice of assessment for learning
 |  |
| Skills | * An excellent classroom practitioner with a clear direction and vision for teaching and promoting Science across the Academy and the local community
* Able to think strategically and use evidence to inform planning
* Strong data analysis skills
* Proven ability to effectively coach and mentor colleagues
* Good organisational skills
* Exceptional communication skills
* Proven ability to establish productive professional relationships with children, colleagues, and parents.
 | * Skilled leader and manager
 |

The Creative Education Trust is committed to safeguarding and promoting the welfare of our children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake relevant safeguarding checks in line with Government safer recruitment guidelines.