



A Specialist Science College

TLR Post Title:	Head of Religious Studies
TLR Level:	1D
TLR Value:	£8,084

In addition to those professional responsibilities which are common to all teachers in the school, the post holders overriding responsibility will be to focus on raising the standards of learning and teaching attainment keeping in view the school's learning and teaching policy.

The post holder's key objectives will be to exercise his/her professional skills and judgement to:

- Lead, manage and develop the curriculum including the transition to new curriculum at GCSE and the embedding of the A Level curriculum.
- Track the progress of all students studying Religious Studies and ensure that quality first teaching and appropriate intervention maximises student outcomes.
- Routinely and rigorously monitor teaching and learning through lesson observations, learning walks and feedback, work sampling, student tracking and target setting. Putting in place strategies for any underperformance within the department, whether teaching or learning. Ensure that good discipline is maintained in lessons, promoting positive behaviour management techniques.
- Ensure that all students are well catered for especially those vulnerable to underperformance.
- Lead, develop and enhance the practice of department colleagues, creating a culture of learning at all levels.
- Conduct performance management reviews and facilitate the induction of NQTs, Teach First, PGCE trainees and new staff. Ensure all members of the department receive appropriate training and development, including a programme of peer observations.
- Ensure that within the department marking is regular, is of the highest quality, is diagnostic and clearly shows students how to improve. Facilitate the use of AfL strategies and monitor its impact on student progress.
- Ensure that records of assessment are kept and that student data is analysed carefully in order to inform individual and department target setting.

- Ensure that reports to parents about progress are of a good standard and that guidelines are adhered to and deadlines met.
- Involve department colleagues in regular discussion on pedagogy, the latest thinking and current education legislation. With department colleagues draw up the department action plan in line with school objectives and ensure that targets are completed on time.
- Involve the department in the regular evaluation of the department action plan ensuring that it is robust and rigorous.
- Ensure that there are displays of student work which are of a high standard and that the teaching areas provide a stimulating learning environment and that health and safety regulations are met and risk assessments conducted.
- Make cost effective use of resources within the budget set.
- Ensure that support staff are used to maximum advantage during lessons.
- Have general oversight of visits organised by the department, completing the required forms and being mindful of health and safety.
- Ensure that work has been set by absent department colleagues and that cover teachers have the necessary equipment.
- Market and promote Religious Studies with particular reference to Sixth Form.
- Evaluate and report on progress to the school's Governors, including analysis of examinations, setting targets for the new academic year and hosting an annual link Governor visit.
- Develop students as leaders' such as by promoting the peer teaching ethos.
- Conduct appraisal of and line management of teachers of Religious Studies
- Ensure strategies are in place to maximise achievement in every year group.
- Anything else commensurate with the post of Head of Department which is deemed necessary by the Headteacher.

Specific Responsibilities

1. Ensure with the SLT that the school is prepared for Section 48 inspections
2. Play a significant role in promoting and developing the Christian ethos of the school
3. Work with the Chaplain re Eucharists, Commemoration and Carol Services and other services e.g. Family Service, Harvest Festival etc.
4. Work with the Chaplain to provide assembly themes and support when needed with our Thought For The Day programme.
5. Work with the Chaplain on the organisation of Confirmation classes and the Confirmation Service
6. Work with the Chaplain to organise the presentation of Bibles to Year 7 students

Line managed by: A member of SLT

Line manager of: Teachers of Religious Studies



HEAD OF RELGIOUS STUDIES

Person Specification

In addition to being a graduate with qualified teacher status, through the application and interview process, the successful candidate will demonstrate:

1. Excellent classroom teaching with an in-depth knowledge of pedagogy.
2. Evidence of further relevant academic or professional study.
3. Evidence of successful middle-management experience and recent involvement in the production, implementation and monitoring of a school or area development plan.
4. Exceptional powers of organisation and an ability to forward plan.
5. A total and uncompromising commitment to making a positive difference to the lives of students.
6. Knowledge and understanding of curriculum issues, evidence of curriculum planning and the introduction of new curriculum.
7. An ability to work well along with practical experience of using strategies which significantly improve students' achievement including those with particular needs and barriers to learning.
8. Understanding of, plus commitment and ability to contribute to, the Christian ethos of the school.
9. An ability to lead, influence and manage change including the capacity to make tough decisions and develop a team approach to key issues.
10. An ability to communicate effectively both in writing and in person to a variety of audiences.
11. An ability to develop in cooperation with other staff innovative and sustainable procedures to ensure positive behaviour for learning.
12. An ability to formulate, share and evaluate whole-school policies consistent with the aims of the school.

13. A commitment to equal opportunities, both in curriculum delivery and in employment.
14. An ability to work effectively during extended periods of pressure.
15. Good ICT skills.
16. Excellent attendance and punctuality.