



Sutton Coldfield Grammar School for Girls

Application Pack for Teacher of Science Biology, Chemistry or Physics Specialist

This is a full-time permanent appointment
Teachers' Main Pay Range or Upper Pay Range

Start date: 1 September 2017
Closing date for applications:
9.00am on Tuesday 24th January 2017

Interviews to be held:
Tuesday 31st January 2017

Headteacher:
Mrs Maggie Shackleton

Jockey Road, Sutton Coldfield, West Midlands
B73 5PT

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January 2017

Dear Colleague,

Thank you for your interest in this post. We are seeking to expand our Science department and appoint passionate and inspiring Science Teachers to join us from September 1st 2017. The successful candidates may be specialists in Biology, Chemistry or Physics.

Sutton Coldfield Grammar School for Girls is a selective school for girls aged 11-18. In the annual Sunday Times' Parent Power Survey, published in November 2016, the school was ranked 30th of all secondary schools in the country. Life at the school is encapsulated by the following comment from a student:

“Every day at this school, every student is given the chance to shine, to push their boundaries and to exercise the skills that they will need to shape their future. That is what this school does.”

Our students are drawn from across the city of Birmingham and beyond. Many travel long distances to get to the school demonstrating its popularity and high regard. The intake replicates the ethnicity of Birmingham. Entry at the age of 11 is by examination (10 applications per place). We have 1050 students on roll, with approximately 220 in the Sixth Form.

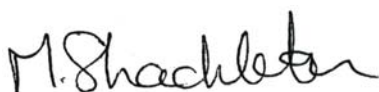
Although the girls are high achievers we are by no means a rigid 'academic' school. A pleasant atmosphere, dedicated staff and a rich mix of activities make for a broad and productive education. In our last OFSTED report the school was judged as outstanding. The report can be accessed through the school website but the headline comment was:

'Sutton Coldfield Grammar School for Girls is an outstanding and high attaining school, and there is no complacency. Students' outstanding achievement is the result of good teaching, an outstanding curriculum and the excellent guidance they are given, together with their own determination which is a response to the high quality expectations that are enshrined in the school's ethos'.

The school continues to blossom in terms of examination results, enrichment, musical and sporting achievements, fund-raising and community involvement. Our most recent newsletter is included to give you a flavour of life at Sutton Coldfield Grammar School for Girls

Professionally, this is a demanding school in which to teach; it is also extremely rewarding. Staff are friendly, welcoming and supportive of colleagues. All new members of staff follow a comprehensive induction programme. Our aim is that the students, and the staff, all achieve the highest standards of which they are capable. I hope you read the accompanying details and feel that you would like to join us.

Yours sincerely,



Mrs Maggie Shackleton
Headteacher

Key Facts and Statistics about the School

Type of school	Girls' Grammar School with converter academy status
Location	Sutton Coldfield, West Midlands
Age range	11-18
Gender	Girls
Average class size	30 in Years 7-9, 22 in Years 10 and 11 and smaller in the Sixth Form
Date school established	1929
External recognition	Outstanding judgements from OFSTED 2015 Pupil Premium Award Winner Investors in People Healthy Schools Eco-Schools Bronze Award
Attendance	97%+
% of students eligible for Pupil Premium funding	9.2%
Number of students with SEN	30 (no statemented students)
% of students with English as an additional language	21.3%

Academic Achievements (with 2015 Results in Brackets)

GCSE results	75% A*-A (68.7%) and 99.3% A*-C inc. English and Maths (98.8%)
Progress 8 – all students	0.40 (0.63)
Progress 8 – disadvantaged students	0.50 (0.43)
A-Level results	82.5% A*-B (79.2%) and 100% A*-E (99.7%)
University admissions	99%





The Science Department

The Science Department consists of nine full-time teachers and four part-time teachers. There are nine laboratories and a demonstration/teaching room. These are serviced by three excellent Technicians.

The Department is very well resourced with its own set of laptops, interactive whiteboards in each laboratory, video clips, visualisers, digicam, digital cameras with access to PSPs, iPads and other recording equipment.

All full time teachers are expected to teach across the age range of Years 7-13. It is essential for candidates to be able to teach to A-level in either Biology, Chemistry or Physics and an advantage to be able to teach to GCSE level in at least two science subjects. There are well established and detailed schemes of work in place.

In Year 7, students are taught Science by one teacher, with Biology, Chemistry and Physics topics through the year. From Year 8 onwards, students study the three sciences separately. From 2018, students will be entered for the OCR GCSE in Biology, the AQA GCSE in Chemistry, and the Edexcel GCSE in Physics.

Biology, Chemistry and Physics are all available at Advanced Level.

Chemistry: GCSE Chemistry results

	Entries	%A*	%A*- A	%A*- B	%A*-C
2015	145	24.1	62.1	88.3	97.9
2016	145	34.5	72.4	91.0	98.6

A2 Chemistry results

	Entries	%A*	%A*- A	%A*- B	%A*-C
2015	53	14.5	45.5	76.4	85.5
2016	40	15	62.5	87.5	97.5

Biology: GCSE Biology results

	Entries	%A*	%A*- A	%A*- B	%A*-C
2015	145	27.6	65.5	91.7	97.9
2016	145	12	45.3	76	

A2 Biology results

	Entries	%A*	%A*- A	%A*- B	%A*-C
2015	75	12	45.3	76	88
2016	54	18.5	40.7	85.2	98.1

Physics: GCSE Physics results

	Entries	%A*	%A*- A	%A*- B	%A*-C
2015	145	26.2	56.6	86.2	98.6
2016	146	28.8	59.6	85.6	97.9

A2 Physics results

	Entries	%A*	%A*- A	%A*- B	%A*-C
2015	13	15.4	38.5	69.2	76.9
2016	8	12.5	37.5	62.5	100

Subject Teacher Job Description

The subject teacher is under the guidance and leadership of the Head of Department in teaching the subject and in undertaking additional responsibilities which can be reasonably assigned in respect of the subject.

A) Planning, teaching and class management

Teach allocated students by planning teaching in order to achieve progression of learning through:

- ensuring students acquire and consolidate knowledge, skills and understanding appropriate to the subject taught, and in line with schemes of work;
- setting tasks which challenge students and ensure high levels of interest;
- conveying appropriate and demanding expectations to students which are based on targets set using baseline data;
- providing clear objectives and structures for lessons, maintaining pace, motivation and challenge;
- making effective use of assessment and ensuring coverage of schemes of work;
- monitoring and intervening to ensure students behave in a manner which maximises teaching and learning;
- using a variety of teaching methods;
- sharing good practice with others in the department;
- establishing a safe working environment which supports learning and in which students feel secure and confident;
- contributing to planning and development within the department;
- participating in the development of appropriate departmental materials and schemes of work.

B) Monitoring, assessment, recording, reporting

- assess how well learning objectives have been achieved and use them to improve specific aspects of teaching;
- mark and monitor students' work and set targets for progress;
- assess and record students' progress systematically and keep records to:
 - check work is understood and completed,
 - monitor strengths and weaknesses,
 - inform planning and recognise the level at which the student is achieving;
- prepare and present informative reports to parents;
- contribute to the setting and marking of all forms of departmental assessment.

C) Other professional requirements

- have a working knowledge of teachers' professional duties and legal liabilities;
- operate at all times within the stated policies and practices of the school, especially those relating to the safeguarding of, and promoting the welfare of, children;
- establish effective working relationships and set a good example through personal presentation and professional conduct;
- contribute to the corporate life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school;
- take responsibility for their own professional development and duties in relation to school policies and practices.

Teacher of Science (Biology, Chemistry or Physics)

Person specification

- Good honours degree in a relevant subject area and a love of the subject
- Qualified Teacher Status
- Success in teaching Science in the secondary phase from Years 7-13
- An excellent classroom teacher, who can demonstrate high levels of expertise in Assessment for Learning, differentiation, Gifted and Talented provision and meeting the needs of every student
- Excellent subject knowledge
- Familiar with current subject and educational developments
- Reliability and integrity
- Keen to be involved in curriculum development
- Committed to the ethos of Sutton Coldfield Grammar School for Girls
- Ambitious for own career
- Ability to embrace and be part of a fast paced, dynamic environment
- Confident user of ICT to enhance teaching and learning
- Recent relevant professional development
- Evidence of excellent relationships with young people and adults
- Excellent communication skills
- Able to work calmly and effectively under pressure
- A shared approach to problem-solving and achieving goals
- Strong organisational, personal time management and planning skills
- Ability to motivate and enthuse students, especially very able individuals

What you can expect as a teacher at Sutton Coldfield Grammar School for Girls

Sutton Coldfield Grammar School for Girls is a vibrant school where there are endless opportunities for you to get involved in already well-established activities and where you will be well supported in taking any initiatives of your own.

You can expect:

- The initial support of a mentor;
- Full access to the induction programme;
- The support of your line manager in curriculum and disciplinary matters;
- Full support in your duties as a Form Tutor;
- Guidance in your career development through performance management and other opportunities;
- To be kept informed of issues relating to your job;
- An annual review of your overall performance.

What Sutton Coldfield Grammar School for Girls expects from its teachers

- That you observe a smart, business-like code of dress. The school deems issues of Health and Safety and the impact on teaching and learning to be of paramount importance regarding the code of dress;
- That you follow the school rules and codes of practice;
- That you ensure that students in your charge and also around the school observe the rules and codes of practice;
- That your public attitude and behaviour gives positive messages to those around you;
- That you attend parents' evenings, open evenings, INSET days as required;
- That you take part in department, pastoral, and other development meetings as required;
- That you are aware of the aims of the school and the areas being developed in the current School Development Plan and that of your own department;
- That you keep up to date with developments in your own subject.

At Sutton Coldfield Grammar School for Girls we work hard to promote an open and positive environment for teaching and learning. We look forward to your contribution as a member of staff to this rich culture.



Living and working in Sutton Coldfield and Birmingham

Sutton Coldfield, also known as the Royal Town of Sutton Coldfield, is a suburb of Birmingham. Largely a residential area, there are many shopping areas and green spaces, including the 2,000 acres of Sutton Park. Sutton Coldfield has a direct rail link to Birmingham City centre and is also ideally placed for accessing road networks.

The area is set to benefit from the HS2 railway development, which will run through Birmingham. In addition, Birmingham Airport, the UK's seventh largest, provides international flights, with its 50 airlines operating 143 direct routes.

Birmingham has a diverse community and is a vibrant, multicultural and exciting place to live and work. The heart of Birmingham is symbolised by Symphony Hall, considered one of the greatest concert venues in the world and a fitting home for the globally respected City of Birmingham Symphony Orchestra. The Hippodrome Theatre is home to the internationally renowned Birmingham Royal Ballet. The Library of Birmingham houses a collection of one million books. It also has more than 200 public access computers, theatres, an exhibition gallery and music rooms, making this the largest library in Europe.

Birmingham Museum and Art Gallery houses the world's finest collection of Pre-Raphaelite paintings, alongside a major collection of Old Masters, Modern and Contemporary pictures. It is also the home of the Staffordshire Hoard, the largest cache of Anglo-Saxon gold ever found. The restored Gas Hall Gallery has international touring exhibitions, while the Halcyon and Ikon galleries feature innovative contemporary works. The city also boasts some picturesque escapes, such as Sarehole Mill, a Grade II listed water mill in Hall Green, which inspired 'The Hobbit' and 'The Lord of The Rings'. National landmark sites abound, including the National Motorcycle Museum, National Car Heritage Museum, and the National Sealife Centre.

Grand Central is one of the largest dedicated shopping facilities in Europe. Sports and recreation are also well served; the city offers international Test cricket, top-flight football, athletics, international championship golf and top-class rugby. The International Convention Centre and Barclaycard Arena have triggered a new development at the centre of the city. The National Exhibition Centre, on the outskirts of the city, remains one of the largest exhibition facilities in Europe. Birmingham is also home to over 200 restaurants, serving up 27 different kinds of cuisine and has more Michelin-starred restaurants than any other English city outside London.

The West Midlands is within easy reach of some of the UK's top beauty spots. Wales – home to the Brecon Beacons and Snowdonia national parks – lies to the west, the Peak District National Park to the north, and the Cotswolds to the south.

How to apply

In order to apply for this post, please complete the Application Form and a letter supporting your application. In your letter you should:

1. State your reasons for applying for this post;
2. Outline the experiences that you believe have prepared you for this post;
3. Describe the skills and strengths that you will bring to the school.

Please note that the application form must be completed in full. It is not sufficient to substitute a C.V. for all or any part of the form.

You are welcome to telephone or e-mail the school to ask for clarification on any matters regarding this vacancy. Informal visits to the school can be arranged before the deadline for applications, though applicants will have a tour of the school on the day of interview.

Completed applications should be emailed to recruitment@suttcold.bham.sch.uk or sent to:
Mrs Maggie Shackleton, Headteacher, Sutton Coldfield Grammar School for Girls, Jockey Road, Sutton Coldfield, B73 5PT.

Deadline for Applications: Tuesday 24th January 2017

Interviews will be held on Tuesday 31st January 2017. Candidates who have not heard from us by then should assume their application has been unsuccessful on this occasion.

References

Please note that it is our practice to take up references before shortlisting for interview. If you would prefer us not to do so unless you are shortlisted, please indicate this clearly in your application. When an applicant is short-listed, any discrepancies or anomalies in the information provided or issues arising from references will be taken up at interview. Your referees should include your most recent employer. References from relatives or friends are not acceptable.

Safeguarding

Sutton Coldfield Grammar School for Girls is committed to safeguarding and promoting the welfare of children and young people. The successful applicant will be required to undergo Enhanced Disclosure clearance from the Disclosure Barring Service.

Candidates for teaching and support staff posts will be assessed at interview for their suitability to work with children. Appointment is conditional upon at least two satisfactory references which include specific comments on working with children and young people. All staff at the school have a responsibility to promote and safeguard the welfare of students at the school. In addition to the ability to perform the duties of the post the interview will also explore issues relating to safeguarding and promoting the welfare of children including:

- motivation to work with children and young people;
- ability to form and maintain appropriate relationships and personal boundaries with children and young people;
- emotional resilience in working with challenging behaviours;
- attitudes to the use of authority and maintaining discipline;
- any relevant issues arising from references;
- any gaps in time not covered by details in the application form.

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

Summary of Child Protection Information for Visitors and Volunteers

Sutton Coldfield Grammar School for Girls is committed to the highest standards in protecting and safeguarding the students entrusted to our care. Our school supports all students by:

- Promoting a caring, safe and positive environment within the school
- Encouraging self-esteem and self-assertiveness
- Effectively tackling bullying and harassment

We recognise that some students may be the victims of neglect, physical, sexual or emotional abuse. Staff working with students are well placed to identify such abuse.

In order to protect our students, we aim to:

- Create an atmosphere where all our students can feel secure, valued and listened to.
- Recognise signs and symptoms of abuse.
- Respond quickly, appropriately and effectively to cases of suspected abuse.
- If you have a concern that a student is being harmed, is at risk of harm, or you receive a disclosure (intentionally or unintentionally), you must contact the following staff member as quickly as possible.

Designated Senior Lead (DSL) and Single Point of Contact (SPOC) for safeguarding and child protection: Mrs D. L. Long

If this person is not available please contact

**Deputy DSL/SPOC: Mrs J. Cole
Miss S. Harper**

Headteacher: Mrs M. Shackleton

Everyone working with our students their parents and carers should be aware that:

- Their role is to listen and note carefully any observations which could indicate abuse.
- They should not attempt to investigate once the initial concern is raised.
- They should involve the Designated Senior Person (DSL) immediately.
- If the DSL is not available the Headteacher or the Deputy DSL should be contacted.
- Disclosures of abuse or harm from students may be made at any time.

If anything worries you or concerns you, report it straight away.

The school's Safeguarding and Child Protection Policy and procedures will form part of the induction for the successful candidate.