



BALLARD

BESPOKE EDUCATION



Appointment of Teacher of Prep School Science

(Years 3 to 8) - full time
Job Specification

“Simply the best school every day” (Parent)

Co-educational School of the Year (2024/25)

Introduction - *“Simply the best school every day.”* Parent

Ballard is a thriving co-educational day school from Nursery to GCSE, set in 34 acres on the Dorset/Hampshire border. Ballard’s dynamic leadership has turned ‘excellent & outstanding’ (ISI) into exceptional. Putting families first, Ballard has pledged to absorb the VAT charge on school fees for the Spring and Summer terms in 2025, before phasing it in gradually over the coming years. With lots of exciting plans in place, there has never been a better time to join.

Ballard has been recognised, once again, by the prestigious Independent School of the Year Awards, winning their **Co-educational School of the Year Award 2024**. This follows Ballard reaching the finals for Sport in 2023 and Performing Arts in 2022. We have also reached the finals of the Independent School Association’s Award for Fine Arts and Design. So, what makes an award-winning education?

At Ballard, we believe abilities and intelligence are not fixed – all can flourish and excel when given the tools and environment to develop self-knowledge and resilience. We provide a vast array of opportunities, including over 150 co-curricular weekly activities, but it is how we empower and inspire our pupils to seize them, that we believe, sets us apart.

Co-education is at the heart of our inclusive philosophy. All pupils are equal - boys and girls learn with and from each other, through collaboration and lively competition. In an atmosphere of inclusivity and kindness, every child is stretched in their talents and encouraged to tackle what doesn’t come easily. Boy, girl, expert, novice - no subject nor interest is beyond reach.

We pride ourselves on our forward-thinking curriculum, providing an aspirational, academic and holistic education. Our staff inspire and guide our young people, challenging and supporting them in equal measure. The School’s drive to deliver a first-class education, with a close eye on the future, is shaping our ambitious investment and development plans.

Our pastoral care is rooted in kindness and respect and underpinned by Christian values. The Ballard family’s wellbeing is central to the ethos of the School. Our inclusive approach to school life values individuality and fosters generosity of spirit; our young people look out for each other and the wider community. Ballard educates the whole child, providing a wide range of sporting, cultural, artistic and academic clubs and activities. Our aim is to ignite passions and develop skills, identifying and unlocking every child’s inner genius.

It is an exciting time to be joining Ballard, with our Leadership Team moving the School forward with confidence. The School places great emphasis on supporting and developing its staff so that the best possible educational provision is provided throughout the three pillars of the School: Pastoral, Academic and Co-Curricular. We are already seeing excellent results, including another great set of record-matching GCSE grades last Summer. Furthermore, we are still gaining enquiries from prospective parents across all age groups, with waiting lists in some year groups.

“Pupils are reflective and have high levels of self-esteem and empathy. They are highly successful in displaying these characteristics through academic study as well as the wealth of sporting, performing arts and extra-curricular opportunities in which they participate.” ISI

Mission Statement and Aims

Our mission:

To provide a supportive and caring environment for learning, and excellent teaching designed to ensure all pupils achieve their academic best.

Our aims:

1. To identify and build on strengths to help each individual pupil reach their potential within a secure, caring community and to equip our young people to be well-behaved, resilient, rounded and resourceful members of society and prepared for their future working lives
2. To aim for academic excellence, so that each individual pupil may achieve his or her personal best. We believe all our pupils are entitled to an education that extends beyond the purely academic. Pupils are actively encouraged to take part in a wide range of artistic, creative, cultural, musical, sporting and other extra-curricular activities.
3. To recognise the worth, dignity and contribution of each member of the Ballard Family and to foster self-discipline, self-esteem, mutual respect and co-operation within an atmosphere of friendship and trust promoting an appreciation of the needs and gifts of others.
4. To offer scope for spiritual, moral and personal development within a disciplined and mutually supportive environment which affirms Christian values.
5. To expect high standards of achievement by developing in pupils the ability to manage change, to think and research independently and communicate confidently and effectively.
6. To celebrate our achievements, gifts and diversity irrespective of individual differences.
7. To respond to the wider needs of society through community projects, charitable fundraising and outreach and by increasing awareness of local, national and world issues.





Department Details

We are looking for an enthusiastic and passionate Teacher of Prep School Science to further strengthen the achievement and progress of the Science Department. This is a fantastic time to join Ballard School, which is a thriving independent through school.

Ballard's Science Department currently has six members of staff (inc. Science Technician), four that teach Key Stages 3 and 4 Science and one who teaches pupils in the Lower Prep (Years 3 to 5). They are a dedicated team of subject experts with an experienced Head of Department, all having a diverse range of skills and expertise.

Our pupils start their GCSE Science course in Year 9. In Year 10, the pupils get the option to either study for the AQA Trilogy Combined Science or to study the AQA Separate Sciences in Biology, Chemistry and Physics.

The Science Department has shown outstanding progress over the last three years. The experienced staff teach inspiring and exciting lessons which include many practical activities that engage and promote enquiring minds. Principally of note, last year our pupils achieved 100% grades 9-4 in Biology, Chemistry and Physics, 63% in Chemistry and Physics were grades 9-7. On average, GCSE Combined Science pupils achieved 89% grades 9-4, which is 30% above the national average.

The Department always seeks to encourage and enable pupils to achieve their full potential. Key to this success is the Department's focus on developing pupils' confidence and fundamental understanding of command words, problem-solving skills and developing Science capital.

Science is delivered within three 50-minute lessons each week for Year 6 to Year 9 by specialist Science teachers. If pupils go on to study Combined Science, they have five 50-minute lessons a week and one 40-minute lesson. The Separate Scientists have nine lessons a week in total. Lower Prep pupils are taught in tutor groups and have two lessons a week with a specialist teacher. There are four well equipped laboratories with a wealth of equipment to ensure practical activities can be the heart of the lessons taught. Equipment is prepared by a highly skilled Science Technician.

The Science Department currently runs the following after-school activities; a Science club in Lower Prep, a mixed Science club for KS3 and KS4 where pupils have the opportunity to come together and collaborate in fun and exciting practical work and Science clinics for GCSE pupils. Teachers in the Department need to be passionate and willing to run or help support these activities and be keen to plan new exciting activities or trips to help develop our already excellent provision. The Department is keen to further develop its STEM provision. Annually, Year 6 participates in the Crest Discovery Award and Year 8 take part in the Crest Silver Award.

We seek a candidate that can teach Prep School Science who is passionate and knowledgeable about their subject and can communicate this with empathy to the pupils; steering them to achieve success from Prep school to GCSE and beyond.



The Role

General

We are delighted to welcome applications from outstanding, dynamic and suitably experienced individuals for the role of Teacher of Prep School Science, to be in post either in Summer Term or Autumn Term (September) 2025. This role would suit an ECT.

The teacher is accountable to the Head of Department and has responsibility for promoting the School's aims and policies and supporting the School's code of ethics.

The key responsibilities of the role include:

- Preparation and planning of lessons in accordance with the Department's Schemes of Work.
- Demonstrating a range of teaching methods and keeping abreast of developments in the subject area at KS2 and KS3; employing a range of teaching resources including the display of pupils' work.
- Carrying out assessment according to departmental and School policies. Recording assessment grades/reports etc. within deadlines set and keeping clear records.
- Setting and marking of class work and homework according to relevant School and departmental policies.
- Reporting to parents on progress at Parents' Evenings or on reasonable request from parents.
- Setting and marking/moderating examination coursework where appropriate.
- Providing pupils with appropriate challenges.
- Recognition of the specific needs of each pupil and of classes as a whole. Setting an appropriate pace for lessons and adapting teaching methods to the needs of pupils.
- Establishing a structured learning environment conducive to learning and where pupils know that high standards are always required.
- Managing the classroom effectively with appropriate use of sanctions and rewards in accordance with departmental and School policies.
- Motivating pupils to learn and establishing a rapport with pupils conducive to learning.
- Attending departmental meetings and sharing departmental responsibility; attending staff meetings and School or departmental INSET; seeking opportunities for professional development; participation in the School Professional Review (appraisal) scheme; participation in induction arrangements.

Other

- Promoting high standards of work and behaviour inside and outside the classroom.
- Contributing to the pastoral and extra-curricular life of the School and carrying out the role of Form Tutor effectively.
- Carrying out the normal supervision duties as laid down in School policies.

Safeguarding

Ballard School is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and other third parties to share this commitment. Safer recruitment practices and pre-employment background checks, including digital screening, will be undertaken before any appointment is confirmed.

Person Specification

Experience required

CRITERIA	ESSENTIAL	DESIRABLE
Qualifications	<ul style="list-style-type: none"> PGCE, QTS or equivalent with strong academic credentials, including a minimum of a Bachelor's degree from a recognised university, and the right to work in the UK 	<ul style="list-style-type: none"> Evidence of continued CPD
Experience	<ul style="list-style-type: none"> Experience of teaching KS2 and KS3 Science 	<ul style="list-style-type: none"> Experience of teaching all three Sciences at GCSE
Knowledge, skills, and abilities	<p><u>Job Related:</u></p> <ul style="list-style-type: none"> Excellent and motivational teaching skills Ability to teach a wide and varied ability range Knowledge of the requirements of KS2 and KS3 specifications Evidence of excellent safeguarding practice The ability to work flexibly and collaboratively with colleagues including across subject areas <p><u>Personal:</u></p> <ul style="list-style-type: none"> The resilience, drive, strength of character and sense of both humour and perspective to thrive in a fast-paced, demanding and ambitious environment Excellent organisational skills Reliability, energy, integrity, resilience, and enthusiasm Ability to form good relationships with staff and pupils Ability to work well in a team Versatility and adaptability IT competent Someone who understands children and wants the very best for them academically, whilst being fully committed to their safety and well-being Willing to be fully involved in the life of a busy and purposeful independent school, which will mean taking co-curricular activities and being involved with a form group. Full-time staff take on three after-School activity slots per week with part-time pro rata. 	<ul style="list-style-type: none"> A well-developed understanding of SEND and successful experience of teaching pupils with SEND Willingness to contribute to whole school CPD



The Appointment

Teacher of Prep School Science – full time

The School is seeking to appoint an energetic and enthusiastic classroom practitioner with strong organisational and teaching skills. This role would suit an ECT.

The School operates a programme of induction for new members of staff and the successful applicant will be supported by the Director of Curriculum & Assessment and Director of Teaching & Learning.

Salary will be determined according to qualifications and experience.

School lunch and refreshments are available for all staff during term time.

This job description and accompanying documentation do not form part of the employment contract. Terms and Conditions of Service - the post holder will be required to comply with all policies and procedures issued by and on behalf of the School. The post holder will be required to participate in the School PDP procedure as an appraisee and, if applicable, as an appraiser. The post holder will be required to attend statutory and mandatory training.

Equal Opportunities

The post holder must comply with and promote Equal Opportunities and avoid any behaviour which discriminates against others on the grounds of sex, disability, marital status, sexual orientation, age, race, colour, nationality, ethnic or national origin, religion, political opinion, trade union membership.

Information Security, Confidentiality and Data Protection

During the course of employment, the post holder may have access to, see or hear information of a confidential nature and they will be required not to disclose such information. All person identification information must be held in the strictest confidence. All employees are required to make themselves familiar with the School's Privacy Notice for Staff policy.

Applications

How to apply:

Applicants are asked to complete and email a teaching application form to recruitment@ballardschool.co.uk, along with a covering letter outlining their suitability for the role and reasons for applying. The letter should be addressed to Mr Andrew McCleave, Headmaster, and should arrive no later than **9am Friday 18th April 2025**.

Interviews: w/c 21st April 2025
Start date: Start May half-term or September 2025

The School retains the right to interview and appoint at any time during the application process, so early applications are encouraged.

Shortlisted applicants will be invited to the School for interviews and will also have the opportunity to see the Department, meet departmental staff and demonstrate their teaching skills in the classroom.

Ballard School is committed to safeguarding and promoting the welfare of children and young people and expects all employees to share this commitment. The successful applicant must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (Enhanced Disclosure). As part of the referencing process, the School will undertake a digital screening, including online searches of candidates and any potential matters of concern will be discussed with the candidate.

This post is exempt from the Rehabilitation of Offenders Act.

The successful candidate will be required to complete and sign a medical form.

Ballard School is committed to Equal Opportunities and welcomes applications from all sections of the community.

For further details and an application form, please visit: www.ballardschool.co.uk/vacancies

