



Edmonton County School

Educating our Community for Success

Deputy Head of Science

**MPS Outer London +
TLR1b**

Full Time

Start: September 2022

Cambridge Campus
Great Cambridge Road,
Enfield EN1 1HQ

Bury Campus
Little Bury Street,
Edmonton,
London, N9 9JZ

Tel: 020 8360 3158 Email: recruitment@edact.org.uk

Head of School: Paul Miller

About EdAct



EdAct

www.edmontoncounty.co.uk

Our Trust comprises Edmonton County Secondary School (Bury and Cambridge Campuses), Lea Valley Academy, Edmonton County Primary School, and from September 2022 both Salmon's Brook School (Special) and the EdAct Therapy Centre.

Our Academies provide an education for children aged 4-18 in North London. We have been educating young people in this part of London since 1919 and throughout that time our approach has been epitomised by high standards and academic excellence, a tradition that continues today.

Our values of aspiration and achievement, personal responsibility, self-discipline and mutual respect are evident in all our work and result in young people who develop and grow as independent, resourceful and resilient individuals.

The Trust has set out the following vision for its work:

Excellence in all we do

Developing a shared understanding of teaching and learning by sharing strengths and best practice

Ambitious and Accountable to our community for the better use of public funds so more resources are available to address the challenges we face

Creative in our approach to achieving the best for the children

Trusted by the community to provide a high-quality education and a great place to work

As a Trust we are committed to providing the best for the children in our schools but also to offer excellent professional development to our wonderful team of staff. If you join us you will enjoy excellent conditions of service and teach children who are keen to learn and succeed. The success of our Trust means that you will have great career prospects either within the Trust or beyond.

We look forward to hearing from you

Dr Susan Tranter

Chief Executive

About ECS



Edmonton County School

www.edmontoncounty.co.uk

Ofsted Report

Edmonton County School (ECS) is a 4-18 mixed, community, comprehensive school with a long history of providing a high-quality education to the communities of Enfield and Edmonton. Although we are a large organisation, with nearly 1800 students and around 250 staff making up our school community, our dual-campus structure means that the young people in our care have the experience of being in a caring and supportive environment that much smaller schools can offer.

ECS has a hard-working and high-calibre staff working as teachers and members of the wider workforce. Together, we share the aim that we are 'Educating our Community for Success'. The governors, staff and myself share a passionate commitment to meeting the varied individual needs of all our students, in order to ensure they leave ECS with the best possible academic qualifications. We want them to enjoy every aspect of their learning and we want them to develop as individuals, so that they leave us as confident and socially-responsible young people who are well equipped to contribute to society and enjoy success in whichever field they choose for themselves.

At Key Stage 4 (GCSE), the progress of our students is consistently good, whilst post-16 the progress of our students studying A Levels puts the school in the top 10% of Sixth Forms nationally. Whilst we continue to enjoy increasingly high standards of academic achievement, we are always ambitious to do even better and we are continually looking for ways to raise the level of achievement of our students.

Research has shown that strong partnerships between parents and school staff have a positive impact on a child's progress and helps them to feel good about school and their education. I have been teaching in north London schools for over 25 years and have been a senior school leader for over 15 years. I know that a successful school and happy children depend on all of us working together.

Working together also ensures that children are getting a consistent message about good behaviours. Our school is a calm, orderly place and we have high expectations regarding attendance, punctuality, attitudes towards learning, showing respect to members of the school community and the wearing of our uniform, both in school and in the local community.

I look forward to hearing from you.

Paul Miller

Head of School

Job Description: Deputy Head of Science



Outline of key responsibilities – *to be finalised on appointment*

Accountable to: Head of Science Faculty; ultimately the Head of School and EHT.

Accountable for:

- Curriculum provision, delivery and standards in relation to a specific Key Stage and more generally across the faculty
- Leadership and management of staff - monitoring, evaluation, review, training and development;
- Leading and developing innovative and effective teaching approaches to mathematics across the faculty
- A strategy such as: whole-school numeracy / provision for able, gifted and talented students / online platforms / intervention programmes
- Securing commitment to school aims, plans and priorities.

Purpose:

To deputise for the Head of Faculty in their absence and to support the Head of Faculty to:

- ensure consistency of practice across the faculty
- support and implement whole-school decisions;
- set standards, develop vision in others and cause improvement;
- lead, manage and develop a coherent curriculum that fulfils statutory requirements and achieves targets that place the school in line with standards achieved in similar schools in similar contexts
- develop provision for the teaching of mathematics within and across the curriculum;
- deliver a sustained response to ensure continued delivery of high quality teaching and learning
- take on significant line-management responsibilities to ensure that effective practice is in place across the faculty
- ensure Health & Safety procedures and practices are embedded and used.

Statutory Conditions of Employment

General professional duties and particular duties as described within the current School teachers' Pay and Conditions of Document

1. Strategic leadership, management and direction as agreed with Head of Faculty

- a) Support and implement whole-school decisions.
- b) To manage the day-to-day running of the faculty on one campus
- c) To develop, motivate and support staff with the faculty
- d) To organise and lead appropriate meetings for staff
- e) To attend meetings as designated by line managers and exercise professional skills and judgements.
- f) To liaise with teaching staff, parents/carers, outside agencies, administration staff and others, as and when required to support student achievement and progress across the curriculum area.

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Job Description: Deputy Head of Science



2. Teaching and Learning

- a) Ensure that schemes of work for a Key Stage are constructed by the appropriate staff, revised and developed with accompanying learning materials that enable students to make good progress.
- b) Ensure that schemes of work for a Key Stage meet statutory and legal requirements and that they provide a range of teaching and learning methods which gives students equality and quality in opportunities to make progress.
- c) To initiate and oversee cross-curricular links, in particular, whole-school numeracy
- d) To lead and develop the provision for able, gifted and talented students
- e) To support the Head of Faculty in ensuring that students' work is regularly marked and assessed in accordance with school policies
- f) To support the Head of Faculty in ensuring that lessons are planned and delivered in accordance with the school's Learning and Teaching Policy.

3. Monitoring, evaluation and review

- a) Contribute to the monitoring, evaluation and review of teaching and learning in mathematics and take action to lead, develop and enhance teaching practice of other staff where necessary and to ensure consistency of practice is maintained across the faculty.
- b) Support staff in their development and training and ensure that the deputy and other subject leaders fulfil their responsibilities.
- c) To take up a management role within the performance management system by carrying out PM reviews of other staff
- d) To ensure the safety and wellbeing of all students

4. Effective and efficient use of resources

- a) Ensure that learning materials and activities provide a range of experiences which acknowledge students' capabilities and differences.
- b) To ensure that the necessary information is available to support the use of effective data systems for a particular Key Stage

5. Undertaking any other duties reasonably requested by the Headteacher, commensurate with the post and reflecting School priorities.

This job description may be amended at any time after consultation with you.

This Job Description is written in accordance with the provisions of the Schoolteachers' Pay and Conditions Document and is subject to the Condition of Service for school teachers in England and Wales. (Both documents are available from the SBM upon request). Salary is assessed in accordance with the School's Pay Policy.

All schools in Enfield are committed to safeguarding and promoting the welfare of children and young people. Therefore, all employees working at this school are expected to share this commitment.

Candidate Specification: Deputy Head of Science



This person specification describes the skills, abilities and experience that we think are needed to do the job successfully. You should think about these carefully when writing the supporting statement part of your application form. We use the person specification as a benchmark against which we assess all candidates.

We will shortlist only those applicants who demonstrate in their application that they meet the criteria set out in the person specification. You should therefore make sure that your supporting statement demonstrates how your previous experience, skills, qualifications and abilities match all those on the person specification.

You may find it helpful to list each of the person specification criteria as a separate heading and explain how you meet that criterion. When outlining your skills and abilities, try to give examples of your successes and achievements. Simply saying 'I have an understanding of... ' is not enough.

- Be aware of the need to ensure children are safe within school.
- Have suitable educational achievements, teaching qualifications and relevant experience.
- Be an excellent classroom practitioner - be able to maximise the achievements of all students.
- Have excellent subject knowledge and an up-to-date knowledge of this particular curriculum area, together with a general awareness of curricular and cross-curricular developments.
- Have good leadership skills and ideally experience of curriculum leadership; be able to inspire staff and students; lead effectively; manage staff and resources efficiently
- Have innovative ideas about curriculum development and teaching strategies and be able to monitor and evaluate provision in order to help raise standards.
- Be prepared to work for the school in an enthusiastic and committed fashion, providing team leadership and motivating staff and students.
- Exhibit flexibility and an ability to work under pressure.
- Have good communication skills; be able to liaise with cross-curricular co-ordinators, other Heads of Faculty, Heads of Year and the Leadership Team in order to contribute to, and implement, whole school policies and aims.
- Be willing to contribute to the broader life of the school.
- Have an excellent punctuality, attendance and health record.



5. Possess integrity, optimism, credibility, resilience, calmness and a sense of proportion.
6. Possess excellent written and verbal communication skills.
7. Have the ability to relate positively to parents and other stakeholders and engage them successfully in the life of the school.
8. Be able to build constructive working relationships with local schools and colleges, employers and the local authority.
9. Appreciate the balance between the academic, social and emotional development of young people, needed to create an outstanding school.
10. Embody our vision and values every day work and practice, particularly those of justice, kindness and humility.

How to apply

You can apply online by completing the application form:

www.edmontoncounty.co.uk/trust/vacancies/careers/current-vacancies/

We look forward to hearing from you.



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