HEAD OF SCIENCE

JOB DESCRIPTION

ABOUT JOHN LYON

Founded in 1876 as an Independent day school for local boys, John Lyon is one of the top independent day schools for boys in the UK. We pride ourselves on our broad yet balanced curriculum and ability to tailor an education to meet the individual needs of our students. Our ethos is to treat every boy as an individual, strive for academic excellence and provide outstanding pastoral care whilst offering a broad range of opportunities outside of the classroom. The School has consistent excellent results with ‘value added’ at all levels, GCSE, and A-Level.

The School campus is spread across six buildings in Harrow-on-the-Hill and is part of John Lyon’s Foundation. We have a clear set of values that are vital to our community. These values shape who we are, what we do and how we do it.



THE DEPARTMENT

Currently the Biology, Chemistry and Physics Departments are run independently by separate Heads of Department. They are popular subjects, with a good track record of success. In total, they comprise 13 teaching staff and 3 technicians. The Head of Science will be a new position at John Lyon and the post holder would have oversight of all three departments, whilst the current Heads of each separate Science would continue to run their own department.

The School is well resourced with 8 specialist laboratories and 3 prep rooms which enable a wide range of practical work across all year groups. Pupils are taught individual Sciences from their entry to the School in Year 7 through to the Upper Sixth.

Pupils follow Edexcel IGCSE in each separate Science. Over the last two years the percentage A\*-A results were 72% in Biology, 63% in Chemistry and 65% in Physics. At A-Level, Biology follow the WJEC (Eduqas) syllabus, Chemistry follow the AQA syllabus and Physics follow the A OCR Syllabus. Over the last three years the percentage A\*-B results were 38% in Biology, 51% in Chemistry and 55% in Physics.

Vibrant clubs and societies related to Science enable boys to flourish beyond the curriculum. They include: Astronomy, Bio-Med Society, Beekeeping, Conservation, Science Society (pupil led), Electronics, CREST Award, Micro;Bit Robotics, Primary School Science (whereby boys mentor local primary pupils) and STEAM (Science Technology Engineering Art Maths). Several pupils achieve Gold Awards in each of the Science Olympiads at different age ranges and compete in events such as the Chemistry Salters Festival, Rocket Car Competition, the Faraday Challenge and the RSC Top of the Bench Competition.

There are additional opportunities for Sixth Form boys to develop their skills on residential visits to CERN and to complete Biology fieldwork at Flatford Mill. As well as taking part in a multitude of Science and STEAM focussed events in the School calendar, pupils are able to learn from visits to The Science Museum, Kew Gardens, London Zoo, Science Live (GCSE), Science in Action (A-Level), Rutherford Appleton Laboratories and Thorpe Park STEM Fair. We are also fortunate to have a variety of visiting speakers who work with our pupils. Recently this has included Lord Robert Winston, Prof Mischa Dohler (Fellow of IEE, RAE, RSA and IET) and Jeremy Curtis (Head of Education and Skills at the UK Space Agency).

Boys are prepared for the Oxbridge, BMAT and UKCAT entrance examinations and there is a strong tradition of enabling boys to get into leading universities (including Oxbridge and Imperial) to study Natural Sciences, Engineering, Chemical Engineering, Medicine, Dentistry, Sound Engineering, Architecture, Psychology, Pharmacy and several other Science related degree courses.

PRINCIPAL RESPONSIBILITIES

The Head of Science is responsible specifically for the leadership and development of Science throughout the school, ensuring that each pupil is positively encouraged to develop his potential to the full. The Head of Science will be expected to work closely with colleagues in the Biology, Chemistry and Physics departments and across other curriculum areas.

The post holder will also teach all aspects of the IGCSE and A-Level Science specifications to a high standard in their specialist subject. There are likely to be two teaching groups in each of the Lower Sixth and Upper Sixth in each Science.

**SPECIFIC RESPONSIBILITIES**

* Ensuring that the School’s Values are encapsulated within Science teaching;
* Raising academic standards across each of the Sciences;
* Overseeing the development and training of staff in the department and supervision of Science staff;
* Providing leadership and mentoring to Heads of Department with:
	+ Planning, implementing and reviewing the curriculum;
	+ Ensuring that assessment is both regular and thorough and that full records of pupils are kept;
	+ Implementing the ongoing development of the subject area;
	+ Reviewing and developing practical work;
	+ Organising and attending field trips for IGCSE and A-Level students as required;
	+ Delivering a subject-specific Oxbridge programme;
	+ Liaising with senior staff in matters concerned with discipline and matters relating to the timetable;
	+ Contributing to the school’s UCAS programme through the preparation of subject-specific paragraphs for references;
	+ Provision of extension activities, such as for the Gifted and Talented cohort;
	+ Providing appropriate support for SEN pupils;
	+ Providing academic support outside of lessons, such as revision classes;
	+ Bidding for and running the departmental budget;
	+ Managing the provision of textbooks and resources;
	+ Providing information on Public Examination entries to the Examinations Officer;
	+ Implementing all school policies;
	+ Contributing to the spiritual, moral, social and cultural development of pupils.
* Leading regular meetings with the Heads of Biology, Chemistry and Physics;
* Leading regular meeting with the Science Technicians;
* Representing the Science Departments within the school in matters relating to the curriculum and management;
* Liaising with other departments in the school;
* Cooperating with senior staff in developing links with feeder schools;
* Being responsible for the Science Health and Safety guidelines and ensure that they are followed across each of the Sciences;
* Ensuring that Science classrooms present a stimulating environment;
* Being available to provide advice and guidance on Examination Results Days;
* Within these specific responsibilities, the Head of Science is expected to foster a lively and enthusiastic atmosphere of Science learning for all pupils.

**ADDITIONAL SPECIFIC RESPONSIBILITIES**

* To organise trips and activities to enhance the teaching and learning of Science within the school;
* To be available as a tutor to an assigned tutor group and to carry out related duties in accordance with the general job description of Form Tutor.

**GENERAL DUTIES**

* To carry out a share of supervisory duties and detentions in accordance with published schedules;
* To participate in appropriate meetings with colleagues and parents relative to the above duties;
* To contribute to the PSCHE programme when required;
* To attend whole School events e.g. Open Days, Speech Day etc;
* To provide cover and examination assistance as required;
* All staff are required to contribute to the School’s Extra-Curricular and Co-Curricular programmes.

It should be noted that a job description is not an exhaustive list of activities, and employees may be asked to carry out other duties commensurate with the grade of the post. The job description may also be amended to take account of changed circumstances, and employees will be consulted if this is necessary.

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PERSON SPECIFICATION FOR ALL TEACHING APPOINTMENTS

In making an appointment at the John Lyon School we look for the person who, at interview and by virtue of their qualifications, best demonstrates that he/she:

* is suitably qualified for the responsibilities of the post;
* has good interpersonal and communication skills with pupils and colleagues;
* has good listening skills and respect for all pupils;
* has the ability to form relationships and to motivate pupils;
* has the ability to generate enthusiasm for the work of each Science Department;
* can demonstrate high standards in the necessary professional competencies required of teachers:
	+ *subject knowledge and application;*
	+ *classroom management;*
	+ *assessment, recording and reporting students’ progress;*
	+ *teaching effectively throughout age and ability range;*
* has confidence to contribute their own ideas and initiatives to the philosophy of the School;
* is willing to be involved in the wider activities of the School;
* has a practical understanding of administrative demands;
* has a commitment to personal and professional development.

The post holder’s responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the School’s Child Protection Policy Statement at all times. If, in the course of carrying out the duties of the post the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the school s/he must report any concerns to the School’s Designated Safeguarding Lead.

This position is subject to an ENHANCED DBS certificate in the event of a successful application. Copies of the School’s Code of Practice and Policy on the Recruitment of Ex-Offenders are available from the Personnel Department

In accordance with the Health and Safety at Work Act 1974 all employees have a duty to look after their own and others’ health and safety. John Lyon is an Equal Opportunity Employer.