



CANDIDATE BRIEF
HEAD OF BIOLOGY

LETTER FROM THE HEAD TEACHER



Dear Applicant

I am delighted that you are expressing an interest in working at Queensmead. I took up the position of Head Teacher in 2009 and it fills me with pride when I reflect on what we have achieved in this time and how we continue to build on our outstanding work. We are committed to ensuring that every student at Queensmead excels and has the very best start in life. Our standards are high and our expectations are clear and consistent.

During my time I have seen some exceptional teachers and also witnessed remarkable growth in teachers. I am proud that several members of my leadership team started their careers as NQTs in our school. We are committed to your development and providing you with the opportunities and support to progress in your career.

I wish you luck with the application process and invite you to visit us and see the school for yourself. Indeed, it was the students and the team that inspired me and many others to join Queensmead!

If you have any questions on the recruitment process, please email recruitment@qmschool.org.uk or visit our website:- www.queensmeadschool.org.uk

Yours sincerely

Rhona Johnston
Head Teacher



We have consistently achieved excellent results at Queensmead and we were in the top 4% nationally for student progress in 2016. See the table below for a summary of our 2017 provisional results:

YEAR 11	
Progress 8 score	0.5
9-4 in English & Maths	79%
Ebacc	43%
Maths 9-4	85%
English 9-4	85%
YEAR 13	
A*-B	48%
A*-C	74%
A*-E	99%
Vocational Average Grade Per Entry	Distinction*-

DEPARTMENT OVERVIEW



Overview

The Science Department is made up of a strong team of twelve teachers supported by three technicians working together in a recently refurbished building. We obtain excellent results and last year achieved 83% A*-C of students achieved two or more grades C or better at GCSE (provisional). At A Level ALPs scores were significantly above national averages for Biology, Chemistry and Physics.

Resources

Staff collaborate in planning and preparing resources to share the work load, allowing them the time and scope to develop fun and creative lessons. Full-time staff teach in their own teaching room containing a Smartboard with an interactive slate, which allows them to move about the classroom freely whilst maintaining contact with the whiteboard. All staff are also issued with an iPad and we have three sets of Chrome Books for pupils to use in the department. The department is well stocked with practical equipment. We use a variety of electronic resources including Exam Pro and Doodle.

Teaching Groups

Students are taught in mixed ability groups apart from those taking separate sciences for GCSE. Class sizes vary but characteristically there are usually 24 students in each group. Every effort is made to share year groups and separate science groups amongst teachers.

Classroom Management

We have developed our own KS3 scheme of learning in line with the new National Curriculum. This has a strong focus on practical work and developing pupils' Science skills, as well as the foundation in scientific understanding that they will need as they progress through the school. KS4 students follow EdExcel Science courses. These lead into Advanced Level courses in Biology (OCR), Chemistry (OCR) and Physics (AQA) as well as an Applied Science Level 3 BTEC.

PERSON SPECIFICATION

We seek an outstanding and innovative Head of Biology with the ability to design and embed policy and empower others. We are looking for someone who is committed to securing high standards of learning and teaching in the Science Department in order to raise academic achievement.

As the Head of Biology you will be responsible for the leadership and management of Biology.

We are looking for a well-qualified candidate with excellent subject knowledge and a passion for the subject.

She/he will have excellent organisational and time management skills and the ability to produce creative solutions to challenges.

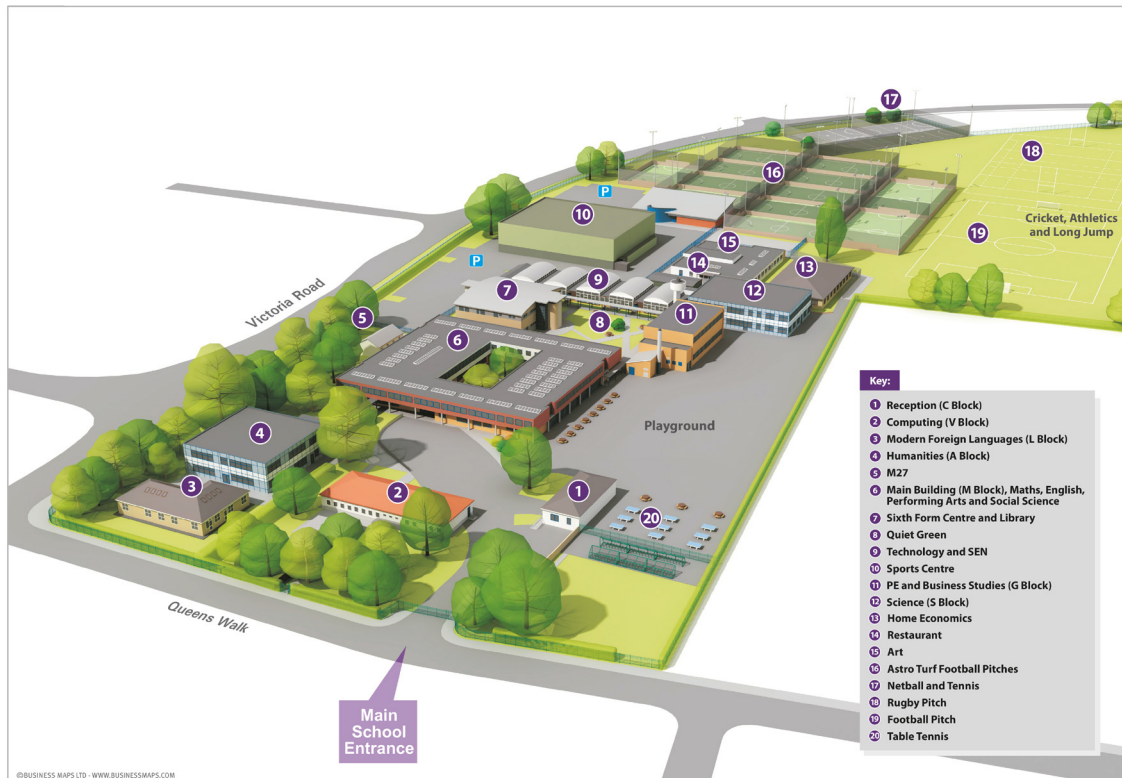
She/he will be a good communicator who can enthuse and inspire both pupils and colleagues and will have exciting ideas about the teaching of biology and ways in which students can be inspired by the subject both within and outside the curriculum.

The responsibilities of the Head of the Biology in addition to generic classroom teacher's responsibility are:

- To act as the first port of call for staff queries in relation to Biology schemes of work or concerns about students.
- To monitor the work of Biology staff, reporting regularly to the Head of Science. Involves monitoring of practical assessed tasks, exercise books, internal and external test results and teaching and learning of Biology.
- To evaluate the Achievement, Teaching, Learning, Behaviour, and Leadership and Management of the Biology department at key review points in the year and set development targets to show a commitment to maintaining and raising attainment in this area.
- To provide internal inset for Biology staff on current and new developments of the A-level curriculum.
- To liaise with staff to develop schemes of work in Biology, particular attention should be paid to assistance with practical tasks and differentiating schemes of work.
- To demonstrate high standards of teaching and learning and be committed to developing the skills and knowledge of other staff who teach Biology to raise attainment.
- To support the Head of Department in developing the skills of teachers who are not Biology specialists, especially with regards to practical aspects of the course.
- To supervise the work and behaviour of all students in Biology. Reporting to the Head of Science and liaising with parents where necessary.
- To ensure that predicted grades are communicated effectively to students at key points in the academic year.
- To maintain a central database of module results, mock exams and practical tasks for Biology students.
- To track student progress and monitoring and identify students who are underachieving in Biology.
- To plan interventions to raise the attainment of individual students underachieving in Biology.
- To arrange external visits and trips for Biology students where appropriate.
- To assist with moderation of Biology controlled assessed tasks.
- To develop internal tests for Biology within each module, and mock exams for whole units.
- To carry out any other reasonable duties as requested by the Head of Science.

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HOW TO APPLY



Applications must be received by 9am on **Tuesday 20th February 2018.**

Please email your completed application form and covering letter for the attention of the Head Teacher to:
recruitment@qmschool.org.uk

If you have any questions, please email recruitment@qmschool.org.uk