



KS5 and GCSE Chemistry Coordinator  
Deyes High School  
Recruitment Pack



# Lydiate Learning Trust

***“We engage with all within our Trust and beyond to enable them to show the world their particular strengths, their ideas and their passion”***

## **We do this by...**

- 1) Empowering individuals through learning
- 2) Fostering a “can-do” attitude that leads to continuous improvement
- 3) Producing confident young adults with high levels of perseverance, proficiency and integrity
- 4) Encouraging families and our schools to work together to support student learning
- 5) Providing a happy, safe, supportive environment where students can learn effectively
- 6) Developing the whole child with a comprehensive offer of wider curriculum
- 7) Engaging with our students to inspire, contribute and care
- 8) Developing leadership at all levels for Students, Staff, Governors and our Communities
- 9) Promoting an enterprise culture that creates close working partnerships with business and wider partners
- 10) Committing to having honest conversations about our strengths and our opportunities for growth





# Lydiate Learning Trust

We  
offer...

A competitive salary  
and cross Trust  
promotional  
opportunities

Benefits and rewards  
including; childcare  
vouchers, a visiting car  
wash and various  
salary sacrifice  
schemes

The opportunity to  
work with some of  
the brightest people  
around, in a dynamic,  
challenging  
environment

So that you  
can grow with us  
and create the  
career and  
experience  
you want

So that life is  
made that little  
bit easier for our  
staff

So that your work  
makes a  
difference

Lydiate Learning Trust operate to school teachers' and NJC pay and conditions.





# Our School



**Deyes**  
High School

Deyes High School is an over-subscribed, high performing, specialist school which is an Academy converter. As a school we benefit from a Science Specialism. We have a large community of students who are eager to learn and currently total 1414 (approximately 250 in the Sixth Form).

We, as a school community, have a great deal to be proud of. Our last full OFSTED considered us to be 'Good'. This is also reflected in our results which are consistently good. However, our ambition is to be outstanding in all areas. We want you to come and help us achieve that.

Alongside, and no less important, is our excellent performance. We work hard to ensure that Deyes offers a friendly, welcoming and enriching environment for all, including those who work, visit and study here.

Whilst we are proud of our achievements, we strive to improve year on year whilst maintaining the happy atmosphere for which we are renowned. We match our goals by the whole school community working together as a team.



# KS5 and GCSE Chemistry Coordinator

Salary: **MPS /UPS + TLR 2a** | Job Commencement Date: 1 September 2019 | Full Time/Permanent



Thank you for your interest in the position, of KS5 and GCSE Chemistry Coordinator. This pack has been designed to help you should you choose to submit an application to us, which we sincerely hope you do. We hope it answers all of your initial questions, but if not, please do not hesitate to contact us and we will do our best to help. It is extremely important to us that you feel comfortable to proceed as we aim to make the very best appointment possible.

So, who and what are we looking for? An inspirational KS5 and GCSE Chemistry Coordinator who is dynamic, creative and ambitious. Someone who is dedicated, committed and aspirational.

If you feel you are up to the challenge, keen to do well and would enjoy working at Deyes High School, then please apply. In return, we can offer the right candidate the chance to be creative and innovative, and offer excellent progression and professional development opportunities. We will support you all the way.

We do hope you are that special person we are looking for and we look forward to hearing from you.

Yours faithfully

Mr P Duffy

Head of School– Deyes High School

Mrs A Stahler

Executive Headteacher Lydiate Learning Trust

# Faculty Information

The Science Department is part of the much larger Science and Technology Faculty, which includes the natural science, social science, food, technology and engineering subject areas.

Students undertake a 2 year Key Stage 3 Science programme of study and begin GCSE level at the beginning of year 9. This allows us to complete the courses early in Year 11 so that a comprehensive revisiting and revision programme can be delivered in preparation of the examinations. We follow the AQA Trilogy and Separate Science GCSE specifications, with the separates being a popular option for students. At Key Stage 5 we follow the AQA Specifications in Biology, Chemistry and Physics and also the L3 BTECs in Applied Science and Engineering.

We share good practice, collaborate, support each other and continually evaluate all we do, in order to ensure our teaching is as good as possible. We have developed fully resourced and differentiated schemes of work at all Key Stages. This allows our colleagues to balance their workload by only having to differentiate resources for their own classes rather than plan from scratch. As a team we have recently collaboratively created a new assessment policy which focuses on peer/self assessment and other high quality formative feedback activities such as whole class feedback structures as opposed to more traditional marking of individual books by teachers.

The department team is made up of an extremely committed and hard-working group of 14 teachers, a science teaching assistant and 2 technicians.

In year 7 students are taught by a single science teacher and from Year 9 all classes are taught by subject specialists.

We are looking for an outstanding teacher who will contribute to an inspirational and dedicated team to ensure that the Faculty continues to grow from strength to strength.

Prospective applicants who have any questions or queries about the Department should not hesitate to contact the School.



# Job Description

<b>Post Title:</b>	KS5 and GCSE Chemistry Coordinator.
<b>Job location:</b>	Deyes High School
<b>Working time:</b>	Full time/Permanent
<b>Salary:</b>	MPS/UPS + TLR 2a
<b>Disclosure level:</b>	The Lydiate Learning Trust is strongly committed to Safeguarding and promoting the welfare of students and expect staff to share this commitment and maintain a vigilant and safe environment. All posts are subject to an enhanced DBS check. All staff will be expected to follow the school's child protection policy, code of conduct for adults and managing allegations against staff procedures.
<b>Responsible to:</b>	Director of Learning for Science
<b>Job purpose:</b>	<ul style="list-style-type: none"><li>• Under the direction of the Headteacher, carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD).</li><li>• To raise standards of student attainment and achievement within the GCSE and A-Level Chemistry curriculum area and to monitor and support student progress.</li><li>• To be accountable for student progress and development within GCSE and A-Level Chemistry area.</li><li>• To develop and enhance the teaching practice of others.</li><li>• To ensure the provision of an appropriately broad, balanced, relevant and differentiated curriculum for students studying in the department, in accordance with the aims of the school and the curricular policies.</li><li>• To be accountable for leading, managing and developing the GCSE and A-Level</li></ul>
This job description is current at the date shown, but following consultation with you, may be changed by management to reflect or anticipate changes in the job which are commensurate with the salary and job title.	

## Core Duties

<b>Staffing</b>	<ul style="list-style-type: none"> <li>• To undertake appraisal review(s) and to act as reviewer for a group of staff within the designated department.</li> <li>• To make appropriate arrangements for classes when staff are absent, ensuring appropriate cover within the department liaising with the Cover Supervisor/ relevant staff to secure appropriate cover within the department.</li> <li>• To participate in the interview process for teaching posts when required and to ensure effective induction of new staff in line with school procedures.</li> <li>• To promote teamwork and to motivate staff to ensure effective working relations.</li> <li>• To participate in the school's ITT programme.</li> </ul>
<b>Management information</b>	<ul style="list-style-type: none"> <li>• To ensure the maintenance of accurate and up-to-date information concerning the department on the management information system.</li> <li>• To complete exam/data analysis</li> <li>• To make use of analysis and evaluate performance data provided.</li> <li>• To identify and take appropriate action on issues arising from data systems and reports; setting deadlines where necessary and reviewing progress on the action taken.</li> <li>• To contribute to the quality assurance cycle for the department.</li> <li>• To produce reports on examination performance, including the use of value-added data.</li> <li>• To provide the Governing Body with relevant information relating to the Departmental performance and development.</li> </ul>
<b>Management of Resources</b>	<ul style="list-style-type: none"> <li>• To work with DoL in order to ensure that the Department's teaching commitments are effectively and efficiently time-tabled and roomed.</li> </ul>
<b>Quality Assurance</b>	<ul style="list-style-type: none"> <li>• To establish common standards of practice within the department and develop the effectiveness of teaching and learning styles in all subject areas within the department.</li> <li>• To contribute to the school procedures for lesson observation.</li> <li>• To implement school quality procedures and to ensure adherence to those within the department.</li> <li>• To monitor and evaluate the curriculum area/department in line with agreed school procedures including evaluation against quality standards and performance criteria.</li> <li>• To seek/implement modification and improvement where required.</li> </ul>



## Core Duties

<b>Communications and Liaison</b>	<ul style="list-style-type: none"> <li>• To ensure effective communication/consultation as appropriate with the parents of students.</li> <li>• To liaise with partner schools, higher education institutes, Industry, Examination Boards, Awarding Bodies and other relevant external bodies</li> <li>• To contribute to the planning and delivery of school liaison activities.</li> <li>• To lead the development of effective subject links with partner schools and the community, promoting subjects effectively at liaison events in school, partner schools and the wider community.</li> <li>• To promote actively the development of effective subject links with external agencies.</li> </ul>
<b>Pastoral System</b>	<ul style="list-style-type: none"> <li>• To monitor and support the overall progress and development of students within the department. To monitor student attendance together with students' progress and performance in relation to targets set for each individual; ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary.</li> <li>• To ensure the Behaviour Management system is implemented in the department so that effective learning can take place.</li> </ul>



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# Person Specification

Education	Essential (E) or Desirable (D)
A relevant degree	E
A DFE recognised teaching qualification	E
Evidence of appropriate professional development	E
Experience	
Evidence of use of effective pedagogy to promote outstanding T&L	E
Knowledge, skills and abilities	
A full understanding of Science in the curriculum.	E
A clear and detailed understanding of what will be involved in addressing the key tasks in the job description.	E
Proven success of planning and managing arrangements for the teaching of a specialist subject in order to achieve high standards.	E
The ability to devise, implement and evaluate systems and procedures for monitoring student achievement.	E
Experience of leading a team of people.	E
The ability to work autonomously and as part of a team	E
Excellent curriculum knowledge, and experience of curriculum innovation.	E
Commitment to the use of Information and Communications Technology for teaching and administration purposes.	E
Clear understanding of the role of Management in implementing and evaluating	E
Proven experience of monitoring performance	E
Deployment of resources	
Efficient organisation of planning, teaching and assessment.	E
Experience of department financial planning and budget management	D

# Person Specification

Personal qualities	Essential (E) or Desirable (D)
Committed to setting and maintaining high standards for staff and students.	E
Committed to education principles which are inclusive of all students.	E
Ability to work in partnership with students, parents, staff and governors.	E
Excellent interpersonal skills.	E
Has a presence which inspires confidence.	E
Willingness to engage with students out of school hours	D



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# How to Apply



## Equal Opportunities

LLT is an equal opportunities employer. The aim of our policy is to ensure that no job applicant or employee receives less favourable treatment on the grounds of sex, sexual orientation, marital status, race, religion, colour, nationality, ethnic or national origins or disability or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

Recruitment, selection and promotion procedures will be monitored to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities.

To assist us in monitoring the operation of our equal opportunities policy, and for no other reason, please ensure you return an equal opportunities in recruitment monitoring form and return it with any application you make to LLT.

## Application forms

- To fulfil our safeguarding requirements, please complete an application form and equal opportunities monitoring in recruitment form, both are available to download from the vacancies page of the Deyes High School website.  
<http://www.deyeshigh.co.uk/vacancies/>
- Please also attach an accompanying letter of support addressed to the Headteacher of the school, maximum of two sides of A4 Arial font 12, addressing the following points:
  - Why you are interested in the post and your experience so far.
  - How does your experience, approach and performance to date evidence your suitability for the role?
  - Any particular areas of strength and expertise you have to offer.

## Application deadline

**Applications should arrive by 8:00 am Tuesday, 23 April 2019.**

**It is anticipated that interviews will take place on Friday, 3 May 2019.**

Please email applications to:

[recruitment@lydiatelearningtrust.co.uk](mailto:recruitment@lydiatelearningtrust.co.uk) with KS% and GCSE Chemistry Coordinator in the subject line.

## Feedback

We always receive a large number of applications and unfortunately we cannot provide feedback for applications. If you have not heard from us within three weeks of the above closing date, then please assume that on this occasion your application has been unsuccessful, however we will pass suitable applications to other schools within our Trust.



**@LLTvacancies**