



## **HEAD OF CHEMISTRY**

**FULL-TIME PERMANENT POST  
FROM SEPTEMBER 2018**

**MPS/UPS + TLR 2a**

Applications to be received by 12 midnight,  
- Sunday 25th February 2018

*'Working together to achieve success'*

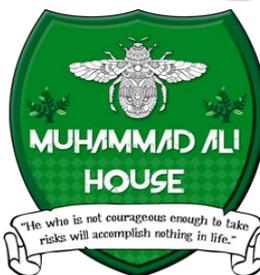
[www.josephrowntreeschool.co.uk](http://www.josephrowntreeschool.co.uk)

[joseph.rowntree@york.gov.uk](mailto:joseph.rowntree@york.gov.uk)



# The Joseph Rowntree School

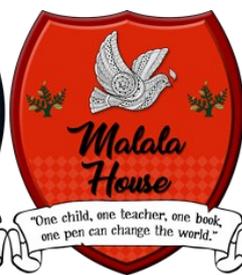
the right school to grow in



"He who is not courageous enough to take risks will accomplish nothing in life."



"I just wish the world was twice as big and half of it was still unexplored."



"One child, one teacher, one book, one pen can change the world."



"It is our choices that show what we truly are, far more than our abilities."

*'Working together to achieve success'*



Dear Prospective Applicant

**Welcome to The Joseph Rowntree School.** Please read the information about the school contained in this letter prior to completing your application.

### **GENERAL INFORMATION**

The Joseph Rowntree School is an oversubscribed 11-18 mixed comprehensive of 1,268 students including 179 in the Sixth Form. It is situated to the north of the attractive and historic city of York, in the village of New Earswick. It is 500 metres from the outer ring-road (A1237) and is easily accessible from the towns and villages of the Vale of York, or the cities of Leeds and Hull.

In 2017 we achieved the best ever set of GCSE results in terms of progress measures for our students. Students achieved very highly in the new more rigorous English and Maths GCSEs and it is worth noting that one student achieved 3 Grade 9s, only one of 2,000 in the country to do so. We also achieved a positive Progress 8 score which is a real reflection of the hard work of students, staff and parents to achieve these outcomes for our learners. We were also delighted with the large number of students gaining A and A\* grades, with over 20% of all grades being 8/9/A/A\*. This success is also reflected in a very successful set of results at AS and A Level, where again, as well as many notable stories of individual success, our progress measures place us as a very high performing Sixth Form in the top 25% of the country. We are delighted with this well-deserved success for our students, and are determined to build on this and continue to improve the learning experience for students at The Joseph Rowntree School. There are new challenges ahead; this year our current Year 11 will take the new GCSEs in a range of subjects whilst Year 10 will begin the new specification in all their subjects.

### **ORIGINS**

The original school opened in 1942 as a model school in the North Riding. It was built on land provided by the Joseph Rowntree Trust. It continues to have voluntary controlled status with four governors from the Joseph Rowntree Foundation. It is, however, a non-denominational LA school. Since its illustrious origins the school has expanded considerably in phases to meet the demands of a changing educational scene and increased population.

### **GROUNDS AND BUILDINGS**

The school is set in very extensive attractive grounds and playing fields. We have an excellent learning environment and superb facilities, including a 3D Lecture Theatre.

### **THE EDUCATIONAL CONTEXT**

The school is part of the City of York Council's education provision. York is a unitary authority, characterised by forward-looking leadership and a desire to work in partnership with its schools and parents. The school shares this aim. There is a close network of effective working relationships in this relatively small LA. The school also has close links with its six main link primary schools. There is a school wide broadband network extending into all classrooms.

### **OUR STUDENTS**

The students are of above average ability with many from higher socio-economic groups. That said, we are fully comprehensive and proud of it. Approximately 8% of students receive free school meals and there are 240 on the SEN register, 26 of whom have an Education & Health Care Plan. Equally, there are students with talents and ability to rank with the best in the country. The intake is largely from the villages of New Earswick, Haxby and Wigginton, with increasing numbers from within the historic city boundary. Our students are friendly, confident, articulate, hard working and well motivated. Our strong pastoral and behavioural systems help meet their needs and ensure that they fulfil their potential.

## **OUR STAFF**

The school is lucky in having a forward thinking and reflective teaching and support staff. There is a wide range of age, experience and expertise. We are friendly, welcoming and helpful. We set a high priority on professional development and job satisfaction. Everyone works very hard and there is a genuine concern to provide high quality education for all of our learners. Working at The Joseph Rowntree School is rewarding and there is a strong induction programme for new staff. Developing best practice is a real focus at the school. We have a Learning Team which supports colleagues in their CPD and professional development.

## **ORGANISATION**

There is a simple academic structure based on departments. Guidance and welfare is based on a House system with a Sixth Form. There is a great emphasis placed on teamwork and collaborative working. Leaders at all levels are expected to provide leadership and support to their teams. There is a supportive Governing Body composed of a range of talented people. As Headteacher I am a great believer in openness, consultation and collaboration with colleagues. The Senior Leadership Team consists of the Head, two Deputy Heads, three Assistant Heads, two Associate Assistant Heads and a School Business Manager.

## **CURRICULUM**

The full range of subjects typical of comprehensive schools is available in the school. Currently there are around 30 different AS/A2 subjects available in the Sixth Form with a small degree of collaborative arrangements with the neighbouring Huntington School. Extra curricular provision is wide ranging, with particularly high engagement in Sport, Drama and Music. A strong emphasis is placed on assessment and the tracking of students against 4 Levels progress from KS2 to KS4 or ALPS targets in KS5. We currently have Gold ArtsMark status that demonstrates our commitment to providing opportunities in Art and the Performing Arts subjects. All subjects continue to be equally valued, notwithstanding the particular focus on English and Maths. We take pride in ensuring our curriculum offer at all stages meets the needs of all students. Since 2010 we have developed an enhanced resource provision for students on the Autistic spectrum, one of only two units in the City; our philosophy is to allow such students to access as much of the whole-school curriculum as possible in order to match their needs.

## **IN CONCLUSION**

The Joseph Rowntree School is a hard working community with a high level of cohesion and mutual support. It is a civilised school with high expectations of work and behaviour. The students are treated with respect and care, and are expected to do the same in return. Relationships are good.

We always seek to appoint staff with intelligence, enthusiasm, and a willingness to be committed to the students' education. You should like and understand children, but be prepared to demand high standards from them.

Please note that this is a totally no smoking school, which is committed to equal opportunities and investing in its staff.

## **APPLICATION INFORMATION**

Please read our 'How to Apply Guide' which will explain the application process from completing the application form through to appointment. We can accept application forms electronically so please email your application once completed to:- [tb@josephrowntree.york.sch.uk](mailto:tb@josephrowntree.york.sch.uk).

We do try to acknowledge receipt of all of the applications we receive but it is advisable that you request a read receipt due to the number of applications we receive. Please accept my thanks in advance should you decide to apply.

Our policy in relation to expenses when attending an interview is that the school will not reimburse any costs incurred.

Further information about the school is available on our website at [www.josephrowntree.co.uk](http://www.josephrowntree.co.uk)

Thank you for the interest you have shown in The Joseph Rowntree School.

**Richard Crane**

**Headteacher**

# IMPORTANT INFORMATION

## Shortlisting

Applications will be evaluated against the requirements of the post, with those candidates that best fit the requirements being shortlisted. Shortlisted candidates will be contacted and invited to interview. If you have not been contacted within one month of the closing date, please assume you have not been shortlisted. In this case, may we thank you in advance for your interest in this post and wish you the very best for the future.

Due to the volume of applicants, **we are unable to give feedback to non-shortlisted candidates.**

## Selection Process

As part of the selection process, in addition to assessing your skills and knowledge against the requirements of this role, specific questions will be asked to assess your suitability to work with children. The Joseph Rowntree School is committed to safeguarding and promoting the well-being of all children and expects all staff and volunteers to share this commitment. Therefore, interviews will include questions about safeguarding children.

Under the Equality Act 2010, we are legally required to consider making reasonable adjustments to ensure that disabled people are not disadvantaged in the recruitment and selection process. We are therefore committed to meeting, wherever possible, any needs you specify on the application form. Please contact the school if you need to discuss this in any detail. We will consider any reasonable adjustment under the terms of the Act to enable an applicant with a disability (as defined under the Act) to meet the requirements of the post.

## Validation of Qualifications and Identity

All shortlisted candidates will be asked to bring original certificates of relevant qualifications and identity documents to interview. These will be photocopied and kept on file and, if appropriate, may be confirmed as genuine with the relevant awarding bodies. The copies for the successful candidate will be retained on their personnel file. The copies for unsuccessful candidates will be treated as confidential waste and disposed of appropriately.

## Right to Work in the UK

Under the Asylum and Immigration Act 1996, it is a criminal offence to employ anyone who is not entitled to live or work in the United Kingdom. Applicants can expect us to ask for proof of this at interview stage, where you will be asked to provide some original documentation to confirm that you are eligible to work within the UK.

Photographic proof of identity will also be required.

## Disclosure & Barring Service

Employment at this school is subject to an enhanced check with the Disclosure & Barring Service. All such checks must be satisfactory before any offer of an appointment can be confirmed and before commencement of work can take place. All supply and/or peripatetic staff will be required to produce their ID and other relevant documents when they arrive at school.

## Safeguarding

The Joseph Rowntree School is committed to safeguarding and promoting the welfare of its pupils and expects all staff and volunteers to share this commitment. Appointments will be subject to an enhanced DBS disclosure (see above).

## Medical Assessment

Before taking a teaching appointment, the preferred candidate is required to complete a Work Health Assessment Form. This will be sent with the letter of appointment which states that the appointment is subject to a satisfactory medical assessment.

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## **Induction and Continuous Professional Development**

The Joseph Rowntree School is committed to developing its staff and is proud of the approach it takes to supporting appropriate staff development. Staff are fully inducted into our school community to enable new colleagues to become familiar with the culture of our school and its policies, expectations and procedures.

## **Dress Code**

We expect all staff to dress professionally and appropriately for the roles undertaken at The Joseph Rowntree School. We pride ourselves on the high standards of dress of both our students and staff; these standards are led by our staff whom we expect to set an example.

## **School Policies**

All school policies are available on our website or upon written request.

## Person Specification — Head of Chemistry

Attributes	Essential	Desirable	How Identified
<b>Education and Training</b>	Relevant Degree (good honours)  QTS status	Postgraduate or relevant qualification. Evidence of recent relevant professional development activities	Application / Interview
<b>Leadership and Management Skills</b>	Ability to set high standards and provide a professional role model for staff in the teaching and learning of the subject. Ability to set clear aims, direction and purpose for the subject and to lead staff to achieve identified developments. Creative approach to curriculum development . Ability to support, guide and motivate others. Ability to devolve responsibilities and delegate tasks, as appropriate. Good organisation and proven administrative experience. Ability to manage all aspects of Departmental assessment including; analysis and review	Ability to identify professional development needs and encourage continuing professional development, plan and organise CPD.  A good level of ICT skills and understanding of the ways in which ICT can be used to enhance the teaching and learning of students and to monitor student progress.	Application / Interview
<b>Curriculum Experience</b>	Good knowledge of current curriculum developments. Proven experience as an excellent classroom practitioner. An in-depth understanding of the nature of the Science curriculum and its relationship to the curriculum as a whole.  Good knowledge and understanding of the characteristics of high quality teaching in Science and the main strategies for improving and sustaining high standards of teaching, learning and achievement for all pupils.  Knowledge and understanding of how evidence from a variety of sources can be used to inform expectations, targets and teaching approaches in the subject.	Experience of leading a curriculum development.	Application / Interview
<b>Personal Qualities</b>	A capacity to work under pressure with leadership and good humour. Attention to detail and a proven capacity to finish a task. Excellent interpersonal skills.		Application / Interview
<b>Safeguarding children</b>	Motivation to work with children and young people. Ability to form and maintain appropriate relationships and personal boundaries with children and young people. Sound attitudes to the use of authority and maintaining discipline.		Application / Interview

## **JOB SPECIFICATION - HEAD OF CHEMISTRY**

### **Job Purpose:**

- To drive for achieving successful results and progress for all students.
- Leading and managing the departmental subject team to ensure high quality teaching and learning in the subject area.
- Developing approaches to teaching and learning within the department and contributing to the middle leaders' network.
- Contributing as a middle leader to the ethos, policy and practice of the school.

### **Main Responsibilities:**

- Alongside Head of Department, to provide a framework for effective teaching and learning of all students of all abilities through current and relevant schemes of work.
- To promote school systems to raise student achievement and maintain high standards of student work and behaviour through positive approaches to their work, supported self-discipline, the monitoring of individual performance and other assessment procedures.
- Alongside Head of Department, to plan for the improvement in teaching and learning in the department and contribute to whole school planning.
- The efficient organisation of internal teacher assessments across all Key Stages (writing assessments for half-termly tests in Key Stage 4 and 5).
- Following the receipt of data from Head of Department implement interventions for students in Key Stage 4 and 5 with the purpose of raising achievement.

# THE JOSEPH ROWNTREE SCHOOL



*"The right school to grow in"*

## THE SCIENCE DEPARTMENT

There are thirteen teachers with a good range of specialisms and two technical support staff. All staff are expected to contribute to this highly successful and supportive team.

Within the department there are four fully serviced science laboratories, four 'studios' with services at the side and front of the room, two fully serviced sixth form laboratories and two standard teaching classrooms. All laboratories are well equipped and have static fume cupboards; there are also two mobile fume hoods for use in the studio spaces. We also invested heavily in brand new 'Data Harvest' ICT equipment and have a full class set of sensors for a range of practical uses. Staff are encouraged to use the break out spaces in the Department and the wider arena of the whole School to deliver interesting and engaging lessons. There are two prep rooms and a departmental work room.

In Year 7 (6 lessons in a 50 period fortnight) the teaching groups are of mixed ability, but there is flexible grouping across half-year groups in Year 8 (6 lessons in a 50 period fortnight) and Year 9 (6 lessons in a 50 period fortnight). There is a comprehensive data tracking and target setting system in place, with each student having targets for the end of key stage. Performance against targets is closely monitored and fed back to students and parents. In 2016, 96% of students achieved National Curriculum level 5 or higher (23% at level 7).

In KS4 all students follow the AQA Combined Science (Trilogy) or Separate Sciences specification. We have developed new in house Schemes of Work to fit this course as we moved away from the previous AQA Core and Additional Science specification. All GCSE classes are taught by three subject specialists and have 10 teaching periods per fortnight. Students at GCSE are assessed on a half termly basis through cumulative testing, and results are centrally recorded to allow for adjustments in setting and academic interventions to be carried out consistently.

A level courses are offered in Biology, Chemistry and Physics, all of which are under the AQA examination board. There is a good uptake on to these courses, both from students in our own Year 11 and those from other local schools. The department has a good record for results at AS and A2. As with the Key Stage 3 and our GCSE courses we have written our own in house schemes of work for teachers to use at A level, which we develop as a team during the course of a teaching year. We are well equipped to be able to offer a full range of practical work to our A level students, both in terms of the compulsory practicals that must take place and wider practical work to help embed key understanding.

There is a very strong team ethos, teaching is good consistently across the Department and staff share ideas and work together effectively to ensure progress of students is good. Department meetings are held on a regular basis and staff also get involved in whole school projects such as teaching and learning and literacy support. Separate subject meetings are also held regularly.

This is an opportunity to join a highly successful and progressive Department.

Good luck with your application.

# THE JOSEPH ROWNTREE SCHOOL



## SCHOOL VISION AND VALUES

- Excellence in everything that we do.
- The best possible outcomes for all of our learners – maximising potential.
- Respect for all individuals within and beyond our school.
- Outstanding teaching that inspires a love of learning within and outside the classroom.
- The importance of preparing our students to make an active contribution to the wider world.
- Kind and considerate Behaviour for Learning.
- Being creative and nurturing talent in all of its different forms.
- Being resilient, having self belief and working hard to achieve your goals in life.