



ROYAL
BALLET
SCHOOL

TEACHER of SCIENCE

OVERALL PURPOSE OF THE POST

To be an integral part of the Science Department and wider academic team, as both a teacher and academic tutor, delivering inspirational learning that motivates young people to achieve their very best. To teach KS3 and KS4 Science (Biology/Chemistry/Physics).

SUMMARY OF THE ROLE

This role is responsible for the successful teaching of KS3 Science and the GCSE AQA Combined Science: Trilogy (currently). There is no line-management responsibility. The post holder will work closely with the Head of Department and deliver up-to-date and relevant lessons using a range of teaching methods, fully utilising digital technology. The school is rolling out iPads to all students, starting with Years 7 and 8 in September 2021. The post holder is required to play a full and active role in the broader life of the School, pastorally and artistically, and events such as weekend activities.

All new academic staff, who are non-residential, are required to commit to one evening duty every two school weeks in one of the boarding houses by arrangement with the Assistant Principal (Pastoral & Welfare).

CONTRACT TERMS

| | |
|-----------------|---|
| Salary | In line with the UK teachers' main scale with consideration of knowledge, skills and experience. |
| Hours | Full Time, Monday - Friday. There are no academic lessons on Saturdays, however all staff are expected to undertake weekend activities in line with the general details below, plus parents' meetings and other formal school events which may occur at the weekends. |
| Location | White Lodge, Richmond Park |
| Duration | Permanent |
| Line managed by | Head of Science |
| Line manages | N/a |

| | |
|--------------------------|--|
| Key contacts | Head of Science, Senior Teacher (White Lodge), Assistant Principal (Pastoral & Welfare), Academic & Pastoral Principal |
| Budgetary responsibility | As advised annually |

SAFEGUARDING DUTIES AND RESPONSIBILITIES

The School is committed to safeguarding and promoting the welfare of children and young people and recognises that safeguarding and promoting the welfare of children is **everyone's** responsibility. The School expects all staff and volunteers to share this commitment to children's safeguarding and to share this child-centred approach. This approach means that staff must consider, at all times, what is in the best interests of the child. Additionally, the following is expected of all staff:

- To uphold the School's policies relating to safeguarding and child protection, behaviour, health and safety and all other relevant policies
- To promote and safeguard the welfare of children and young persons for whom you are responsible, and come into contact with
- To report any safeguarding concerns using the relevant channels, such as informing the Designated Safeguarding Lead, in a timely and appropriate manner
- To ensure full compliance with all statutory regulations, in particular the most recent Keeping Children Safe in Education, and communicating concerns to the Designated Safeguarding Lead, other relevant staff of The Royal Ballet School or local children's services as appropriate.

MAIN DUTIES

This list should be seen as illustrative rather than prescriptive

Role purpose:

- To be responsible for the successful teaching of their classes in the science department
- To teach Key Stages 3 & 4 in line with the prevailing curriculum offer
- To contribute to the highest academic standards at The Royal Ballet School
- Support the aims and ethos of the School.

Teachers are expected to fulfill the requirements of a Teacher and Academic Tutor at The Royal Ballet School. In addition, they are responsible for contributing to the overall running of the department in line with any additional administration that is required of them by their Head of Department. These may include but are not limited to:

Management (of self):

- Ensuring high teaching and learning standards are maintained
- Ensuring the quality of departmental reporting and assessment is in line with School policy
- Undertake relevant CPD and peer observation internally and externally
- Communicating with parents as needed including the handling of curriculum concerns.

Administration:

- Ensuring appropriate resources to support delivery of the subject
- Ensuring that classroom noticeboards have relevant and current displays
- Ensuring all class assessment records/reports and examination entries are accurate and timely
- Maintaining good general administrative 'housekeeping'
- Supporting the Head of Science with department administration (schemes of work/production of department handbook/end of year examinations marking etc.)

Teaching:

Teachers are encouraged to take a full and active part in the life of the School departmentally, pastorally and artistically. This would include attendance at all significant school events, functions and performances, parents' meetings, Inset (up to 6 days) and so on.

The expectations below are all assumed to be in line with relevant School and departmental policies.

- Planning & preparing lessons with due regard for the need for differentiation
- Setting and marking work and recording marks as required
- Promoting, monitoring and encouraging student progress
- Maintaining good order and discipline in line with the School's Behaviour Policy
- Producing accurate, timely reports as required
- Preparing students for public (external) and internal examinations
- Attending staff, academic and progress meetings and assemblies
- Contributing to departmental activities such as displays, trips, curriculum resources, Schemes of Work etc.

Tutoring:

- All teaching staff are expected to act as an Academic Tutor which includes:
- Being the prime point of contact for all academic matters
- Monitoring and supporting academic attainment and effort
- Meeting regularly with tutees to set and review targets on a half-termly basis
- Reporting on academic progress at Progress and other relevant meetings
- Liaising with house and artistic staff over academic progress as needed
- Writing reports as required by the Reporting & Assessment Policy
- Proof-reading reports for all tutees
- Proactively communicating with parents on academic matters
- Delivering PSHE as per timetable during tutor sessions and assemblies
- Act as Head of Year if requested to do so by the Academic & Pastoral Principal.

General:

- Contribute to School House events
- Undertake student supervision as needed, including on school trips
- Provide cover as needed
- Registering students
- Communicating with parents as needed
- To undertake prep/boarding duties once every two weeks
- To contribute to the weekend activities programme approximately twice per term.

PERSON SPECIFICATION

ESSENTIAL CRITERIA

- Well-qualified Science Graduate (or closely related subject)
- A recognised teaching qualification
- Strong communication skills and able to develop effective relationships with young people, their parents and colleagues
- Capable of maintaining correct professional etiquette and courtesy with students, parents and colleagues
- The flexibility and proactivity of approach needed to contribute effectively to the running of a small school
- Excellent IT skills with experience in using Microsoft Office programs and interactive teaching applications
- The commitment to teaching in an all-ability environment where differentiation is key
- The desire to motivate excellent achievement for students requiring SEN/EAL support
- The passion and dedication to set the highest standards for all the young people you teach
- Empathy with the aims and ethos of the School.

DESIRABLE CRITERIA

- A desire to be involved in boarding
- Experience of teaching with SMART boards and other digital technologies
- Own transport (White Lodge is not on any public transport routes)

Note: This Job Description reflects the current situation. It does not preclude change or development that might be required in the future