



WELLINGTON COLLEGE  
INTERNATIONAL  
SHANGHAI

## **Teacher of prep science**

### **General**

- Responsible for the teaching of science from years 5 to 9, reporting to the head of prep science.
- Involved in curriculum development with the head of prep science
- Responsible for accurate assessment and data recording, in conjunction with the head of prep science
- Involved in the CCA curriculum, providing science related CCAs where possible
- Expected to be involved in the planning and delivery of science week
- If required, the teaching of IGCSE under the supervision of the appropriate head of subject

### **Duties**

The expected generic duties of a teacher of prep science include:

#### **1. Responsibility for delivering the Departmental curriculum, including:**

- Teaching and reviewing schemes of work (years 5-9);
- Establishing effective methods of assessment of students' work and analyzing the results;
- Keeping up-to-date with subject developments outside the College and bringing them to the attention of colleagues;

#### **2. Responsibility for managing the students being taught, including:**

- To report to the head of prep Science on all matters, including assessment data, development of Prep school curriculum, and Health and Safety
- To ensure that feedback given to students is in line with departmental marking policies
- To identify pupils of concern and report them to head of prep science

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中国上海浦东新区耀龙路1500号，邮编200126 | No. 1500 Yao Long Road, Pudong, Shanghai, 200126, P.R.China

info.shanghai@wellingtoncollege.cn | +86 21 5185 3866 | www.wellingtoncollege.cn/shanghai



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- To identify gifted and talented pupils and report to the head of prep science
- To oversee Prep Science Enrichment & Intervention, in conjunction with the head of prep science
- Responsible for prep school reporting, including proof reading, in conjunction with the head of prep science
- To attend parents' information sessions
- To assist the Science department during the annual 'Science Week', regards Prep School events
- To assist with the planning Science based trips for Year 5 – 9