



# KING EDWARD VI CAMP HILL SCHOOL FOR GIRLS



*In pursuit of educational excellence for all*

## Biology Teacher Information Pack March 2018



March 2018

Dear Applicant,

Thank you for requesting information on our Biology post.

In the enclosed booklet you will find information about the department and the role.

Academic results are outstanding and girls make excellent progress as they move through the different key stages.

Pupils tell us that they also find this a happy and caring place to be, with excellent relationships between the girls and with staff.

This is an exciting school where pupils experience a high quality range of curricular and extra-curricular opportunities and where they can develop a love of learning, respect for each other and the leadership skills needed for successful careers.

The School also provides a sustained professional development programme and an opportunity to work with talented staff and congenial colleagues.

We look forward to hearing from you.

Best wishes

Linda Johnson  
Head Teacher

## **Required for September 2018**

### **THE SCIENCE DEPARTMENT**

#### **SPECIALIST BIOLOGY TEACHER**

##### **To teach up to and including Advanced Level**

The department is friendly and welcoming to new colleagues. Members of the department are very supportive of one another and often share good practice and resources. The Subject Leaders actively encourage colleagues to develop their own style of lesson delivery, to try new ideas in their teaching, assessment and feedback, and value their colleagues' successes.

#### **STAFFING**

The Science Department is the largest in the school. The staffing is as follows:

Mr Alistair Dawson, Subject Leader Biology

Mrs Jo Mills, Biology (Part-time)

Mrs Rachel Stone, Biology (Part-time)

Dr. Amit Rajp, Biology, SENCO and Gifted and Talented Coordinator

Dr Amy Newman Biology (Part-time)

Ms Lisa Chadwick

Ms Vicky Ridley Subject Leader Chemistry

Dr. Janet Rose, Chemistry and Assistant Headteacher

Mrs Kristin Bunting, Chemistry

Mr M Brown, Chemistry

Ms Jo Barwell, Chemistry

Miss R Farrow-Lane, Subject Leader Physics

Dr. Richard Dewes, Physics

Ms Victoria Hudgson, Physics

#### **Technician Staff**

Mr. Alex Czekalski, Senior Technician

Mrs. Heather Fooks (part-time)

Mrs C Matthews

#### **ACCOMMODATION AND RESOURCES**

There are eleven laboratories, all resourced to a high standard with modern facilities. They are spread across two floors but in close proximity. There is a large science office which provides an excellent work area for each member of the department.

Equipment and other science resources are very good. The school has an increasingly impressive IT structure. IT expertise within the science department is very high. All laboratories have an LCD projector and interactive white board.

#### **CURRICULUM**

Students are taught the three separate Sciences from Year 7. The Biology course is supported by a detailed scheme of work, is well resourced, and delivered to develop the students' scientific skills and to promote enjoyment of the subject. The three Science departments deliver the GCSE separate Science course from Year 9.

The take-up of science at Advanced Level is very high. There are currently nine biology, ten chemistry and three physics groups in the sixth form. The Biology department follow AQA GCSE and A level courses all of which are supported by our own schemes of work. The department is very well resourced and the practical

aspects of the subjects are well developed, positively encouraged and very well supported by experienced science technicians. The Biology department is also able to make use of the extensive school grounds for ecological studies.

### **ENRICHMENT ACTIVITIES**

The department organises visits to support aspects of the science curriculum and there is a Junior Science club. The Biology department provides a wide choice of extra-curricular activities such as lunch-time clubs, a Medical Society and Journal Club and Biology students are entered for the Biology Olympiad and Biology Challenge.

### **PUPILS**

We are most fortunate in the skills, talents and qualities which our students possess. Their responsive nature, and willingness to learn and succeed, provide an exceptional teaching and learning environment. They offer an enthusiastic secondary teacher a fulfilling opportunity to truly enjoy the teaching of their subject at an intellectual level.

### **REQUIREMENTS AND RESPONSIBILITIES IN THE POST**

We wish to appoint a well-qualified graduate who can contribute to a talented and successful department and who can teach Biology up to A level.

Colleagues about to enter teaching are very welcome to apply. There is a clearly articulated and detailed programme for NQTs, as well as induction arrangements for all colleagues joining the school. Experienced teachers interested in widening their experience in a well-resourced school are equally encouraged to submit an application.

### **MAKING AN APPLICATION**

Applicants should complete the application form, which includes the names, addresses, telephone numbers and e-mail addresses of two referees. A concise but comprehensive letter of application is expected. The details should reach the Headteacher **no later than Monday 19 March 2018 by midday**. Informal visits to the school can be arranged if wished, though applicants will be able to tour the school on the day of interview. Please leave a message with Alistair Dawson, Subject Leader Biology, if you have any specific questions, or you can e-mail him on: a.dawson@kechg.org.uk

### **INTERVIEW ARRANGEMENTS**

On the day of interview, applicants have an opportunity to tour the School and speak to pupils. Interviews are likely to be held in the week beginning 26 March 2018

It is our regular practice to ask short-listed candidates to teach a short lesson of 20-25 minutes. The group to be taught will be determined to some extent by the background and experience of the candidate, and the school's timetable on the day of interview. Candidates will find our students accepting and welcoming.

### **TRAVEL EXPENSES AND REIMBURSEMENTS**

Normal second-class travel is payable to all applicants who attend for interview, plus reasonable overnight expenses where this applies. Candidates from abroad receive travel expenses paid from the port of entry or airport.

**We look forward to receiving your application.**

Linda Johnson, March 2018

## **Job Description Qualified Teacher:**

### *Core purpose:*

To provide a high quality educational experience for all students.

### *General duties and responsibilities:*

To carry out the duties of a schoolteacher as set out in the “School Teacher Pay and Conditions” document.

To continue to meet the required National Standards for Qualified Teacher status.

### *Knowledge and understanding:*

- Be familiar with the school’s current systems and structures as outlined in policy documents including Health, Safeguarding and Safety and Child Protection Policies, Behaviour Policy and implement them.
- Have a secure knowledge and understanding of the concepts and skills in specialist subject(s) and a detailed knowledge and understanding of the National Curriculum programmes of study.
- Understand specialist subject(s) framework of 14-19 qualifications and the routes of progression through it.
- Select and make good use of IT where appropriate within subject teaching.
- Understand and know how national, local comparative and school data can be used to set clear targets for student’s achievement.
- Understand how students’ learning in the subject is affected by their physical, intellectual, emotional and social development.
- Be familiar with subject-specific health and safety requirements, where relevant, and plan lessons to avoid potential hazards.

### *Planning, teaching and class management*

- Plan and deliver in relation with regard for the school’s aims and objectives, own policies and schemes of work, the teaching programme for all pupils within the class.
- Provide clear structures for lessons and for sequence of lessons, which maintain pace, motivation and challenge.
- Make effective use of assessment information on students’ attainment and progress and in planning future lessons.
- Ensure effective teaching of whole classes, groups and individuals, establishing high expectations of behaviour and attainment, so that teaching objectives are met.
- Ensure coverage of the relevant examination syllabuses and School Programmes of Study.
- Exploit opportunities to improve students’ basis skills in literacy, numeracy and IT.
- Monitor and intervene when teaching to ensure sound learning and discipline and maintain a safe environment in which students feel confident, both in the classroom and around school.
- Use a variety of teaching and learning styles to keep all students engaged.
- Be familiar with Codes of Practice and identification, assessment and support of students with special educational needs.
- Evaluate own teaching critically to improve effectiveness.

*Monitoring, Assessment, Recording, Reporting and Accountability*

- Assess and record each student's progress systematically with reference to the school's current Assessment Policy and use the results to inform planning.
- Mark and monitor class work and homework, providing constructive feedback and setting targets for future progress.
- Provide reports on individual progress to the Headteacher and parents as required.

*Other Professional Requirements*

- Establish and maintain effective working relationships with professional colleague and parents.
- Participate effectively and appropriately in meetings with professional colleagues and parents in respect of the duties and responsibilities of the post.
- Be aware of the need to take responsibility for your own professional development.

*This job description may be amended at any time, following consultation between the Headteacher and member of staff and will be reviewed annually.*

*King Edward VI Camp Hill Girls' School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undergo a Disclosure and Barring Service check.*

## Person Specification:

|                             | <b>Essential</b>  | <b>Desirable</b>  |
|-----------------------------|---|---|
| Qualifications              | <ul style="list-style-type: none"> <li>• Appropriate subject degree</li> <li>• Qualified teacher status/PGCE</li> </ul>   | <ul style="list-style-type: none"> <li>• Good honours degree</li> </ul>   |
| Experience                  | <ul style="list-style-type: none"> <li>• Experience of teaching in the secondary phase</li> </ul>   | <ul style="list-style-type: none"> <li>• Pastoral experience</li> <li>• Sixth form teaching experience.</li> </ul>  |
| Classroom teaching skill    | <ul style="list-style-type: none"> <li>• Record of successful teaching</li> <li>• Meeting national standards</li> </ul>   | <ul style="list-style-type: none"> <li>• Innovative and creative approaches to teaching and evidence of strong performance</li> <li>• Confident use of ICT</li> </ul>   |
| Knowledge and understanding | <ul style="list-style-type: none"> <li>• A clear philosophy about the teaching of the subject</li> <li>• Knowledge of appropriate teaching methods for delivering the subject</li> <li>• Subject knowledge sufficient to challenge able students and achieve high outcomes.</li> </ul>  | <ul style="list-style-type: none"> <li>• Ability to take responsibility for own professional development</li> <li>• Awareness of strategies for improving learning and achievement for high ability students</li> </ul> |
| Curriculum                  | <ul style="list-style-type: none"> <li>• Familiarity with the nature and purpose of assessment/ reporting particularly re enabling pupils to improve</li> </ul>   | <ul style="list-style-type: none"> <li>• Familiarity with current initiatives.</li> </ul>   |
| Personal attributes         | <ul style="list-style-type: none"> <li>• Ability to work under pressure and meet deadlines</li> <li>• Good personal organisation</li> <li>• Good interpersonal skills</li> <li>• Ability to work independently and cooperatively as a member of the team</li> <li>• Reliability and integrity</li> <li>• Applicant required to demonstrate their suitability to work with children – this will include motivation, ability to maintain appropriate relationships with children, emotional resilience to challenging behaviour and attitudes to the use of authority and maintenance of discipline.</li> </ul> | <ul style="list-style-type: none"> <li>• Range of interests and willingness to participate in extra-curricular activities</li> </ul>  |

Last updated: March 2018