

**Whitby Secondary Partnership**



**Teacher of Science x 2  
Whitby Secondary Partnership Federation (Predominantly  
based at Eskdale School)**

**Recruitment Information Pack**



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## Eskdale School

At Eskdale School, we pride ourselves on listening and responding to the people we serve. Schools are no longer islands within the community, but an important part of the community. Experience has taught us that effective education takes place where there are no barriers, no mysteries and no secrets between home and school. Our mantra of '**A place of belonging, A place of inspiration**', runs through the core of everything we offer for our students.

Over the last few years, Eskdale School has been through many important changes including becoming a 11-16 secondary school in its own right, as well as federating with Caedmon College and the Sixth Form. Working together in collaboration will enable us all to increase the academic offer, develop extra-curricular activities and create new opportunities that all our students deserve.

We are a caring and supportive school community providing high challenge and significant support for our students. There is a very special atmosphere at Eskdale School; visitors note the calm, purposeful and supportive environment. We value every child as an individual and understand the importance of ensuring students are as happy and settled in school as they can be. We understand that this is essential for successful learning.

Most importantly, however, the processes through which we learn at school colour and shape us as people. We learn how to tolerate others and how to cope with our own disappointments and successes. Joining Eskdale School is the beginning of an exciting journey; we look forward to welcoming all those who want to join us for the next stage of their education.

Please take the time to read through our termly newsletters which can be accessed through the website. We are increasing our use of social media which will bring you up to date with all the current news and information in respect of our school. We welcome any feedback or suggestions that can make your Eskdale experience better.

We look forward to meeting you and sharing more about the Eskdale School Experience.

**Mr Phil Nicholson**  
**Head of School**

## **Application Process**

The closing date for all applications is 9am Monday 27th March

Interviews will be held shortly after the closing date.

**Completed applications must be returned to [NYES.Resourcing@northyorks.gov.uk](mailto:NYES.Resourcing@northyorks.gov.uk)**

**If you think you're the person for the job, please complete the enclosed application form with your supporting statement, no more than two sides of A4, and send to the email address above by the closing date.**

An email will be sent to shortlisted candidates with details of the interview process. If you have not heard from us within a week of the closing date please assume your application has been unsuccessful.

### **Queries**

Informal chats with our Head of School are welcomed. For queries or to arrange a call with the Head of School / Head of Department, please contact:

**Sarah Hunter at [sarah.hunter@northyorks.gov.uk](mailto:sarah.hunter@northyorks.gov.uk) or on 07816 251 271.**

We actively welcome you to contact us to chat through the role and talk informally about the school/post and how working here will make a real difference to the children and young people on the coast.

## **Job Description**

### **Job Title: Teacher of Science**

#### **Job Purpose:**

To add value to the provision of Science teaching within the Whitby Secondary Partnership Federation.

#### **Line Manager:**

Head of Science

#### **Main duties and responsibilities:**

- To implement and deliver an appropriately broad, balanced, relevant and differentiated languages curriculum for students and to support the Science Faculty as appropriate.
- To monitor and support the overall progress and development of students as a teacher/form tutor.
- To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- To contribute to raising standards of student attainment.
- To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.

### **MAIN/CORE DUTIES**

#### **Operational/Strategic Planning:**

- To support the Head of Faculty with the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the subject area.
- To support the Head of Faculty with the language area's Improvement Plan and its implementation.
- To attend all appropriate meetings.
- To plan and prepare courses and lessons.
- To contribute to the whole school's planning activities.

#### **Curriculum Development:**

- To assist the Head of Faculty in the process of curriculum development and change so as to ensure the continued relevance to the needs of students, examining and awarding bodies and the School's Aim and Strategic Objectives.

**Staff Development:**

- To take part in the school's staff development programme by participating in arrangements for further training and professional development.
- To continue personal development in the relevant areas including subject knowledge and teaching methods.
- To engage actively in the Performance Management Review process.
- To ensure the effective/efficient deployment of classroom support.
- To work as a member of a designated team and to contribute positively to effective working relations within the School.

**Quality Assurance:**

- To help to implement school quality procedures and to adhere to those.
- To contribute to the process of monitoring and evaluation of the subject area in line with agreed school procedures, including evaluation against quality standards and performance criteria.
- To seek/implement modification and improvement where required.
- To review from time to time methods of teaching and programmes of work.
- To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.

**Management Information:**

- To maintain appropriate records and to provide relevant accurate and up-to-date information for Management Information Systems (MIS), registers etc.
- To complete the relevant documentation to assist in the tracking of students.
- To track student progress and use information to inform teaching and learning.

**Communications:**

- To communicate effectively with the parents of students as appropriate.
- Where appropriate, to communicate and co-operate with persons or bodies outside the school.
- To follow agreed policies for communications in the school.

**Marketing and Liaison:**

- To take part in marketing and liaison activities such as Open Evenings, Parents' Evenings and liaison events with partner schools.
- To contribute to the development of effective subject links with external agencies.

**Management of Resources:**

- To contribute to the process of the ordering and allocation of equipment and materials.
- To identify resource needs and to contribute to the efficient/effective use of physical resources.

- To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the School, subject area and the students.

### **Pastoral System:**

- To be a form tutor to an assigned group of students.
- To promote the general progress and well-being of individual students and of the form tutor group as a whole.
- To liaise with the Heads of Year to ensure the implementation of the school's Pastoral System.
- To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life.
- To evaluate and monitor the progress of students and keep up-to-date student records as may be required.
- To contribute to the preparation of Action Plans and progress files and other reports
- To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.
- To communicate as appropriate, with the parents of students and with persons or bodies outside the School concerned with the welfare of individual students, after consultation with the appropriate staff.
- To contribute to PSHE and Citizenship according to school policy.
- To apply the Behaviour Management systems so that effective learning can take place.

### **Teaching:**

- To teach students according to their educational needs, including the setting and marking of work to be carried out by the student in the school and elsewhere.
- To assess, record, and report on the attendance, progress, development and attainment of students and to keep such records as are required.
- To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
- To ensure that ICT, Literacy, Numeracy and school subject specialism(s) are reflected in the teaching/ learning experience of students.
- To undertake a designated programme of teaching.
- To ensure a high quality learning experience for students which meets internal and external quality standards.
- To prepare and update subject materials.
- To use a variety of delivery methods which will stimulate learning appropriate to student needs and demands of the syllabus.
- To maintain discipline in accordance with the school's procedures and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.

- To mark, grade and give written/verbal and diagnostic feedback as required.

**Other Specific Duties:**

- To continue personal development as agreed at appraisal.
- To engage actively in the performance review process.
- To address the appraisal targets set by the line manager each Autumn Term.
- To undertake any other duty as specified by School Teachers' Pay and Conditions Body (STPCB) not mentioned in the above.
- To play a full part in the life of the school community, to support its distinctive aim and ethos and to encourage staff and students to follow this example.
- To actively promote the school's policies.
- To comply with the School's Health and Safety policy and undertake risk assessments as appropriate.
- To show a record of excellent attendance and punctuality.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description. Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

The School will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition. Our School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. 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.

## Person Specification

Qualifications	Essential
Qualified Teacher Status (or currently working towards)	√
Evidence of further professional qualifications and training	
Relevant subject degree	
Experience	
Expertise in teaching the relevant subject	√
Experience of evaluating and monitoring student progress	√
Teaching experience across the key stages	
Experience of initiating, implementing and managing developments within the subject area	
Form tutor experience	
Knowledge	
Excellent subject knowledge	√
Good knowledge of current curriculum developments within the subject area	√

Understanding and knowledge of developments in learning and teaching	√
Understanding of the learning process	√
Understanding of SEN/AEN provision	
Skills and abilities	
Ability to use a variety of teaching strategies	√
Ability to monitor and evaluate students' progress	√
Excellent written and oral communication skills	√
Excellent presentation skills High level ICT skills	√
Excellent interpersonal skills and smart appearance	√
Excellent organisational, prioritisation and time management skills	√
Good classroom behaviour management skills	√
Ability to use ICT to enhance teaching and learning	√
Ability to form trusting relationships with pupils and parents.	√
Commitment to raising standards	√
Commitment to furthering the achievement of all students	√

Commitment to safeguarding and promoting the welfare	√
An enthusiastic and effective team player	√