September 2024

Dear Candidate

Thank you for your interest in our Head of Science vacancy (TLR1a - £16,166). I hope that the provided information is helpful in encouraging you to apply for what is a vital role in our school.

We are seeking to appoint an innovative and inspirational leader to take the helm of our Science Department. The ideal applicant will be an outstanding teacher of science with a proven track record of achievement and attainment; you will have a passion for teaching science and will want to make a difference in the lives of young people and improve their life chances. A desire to provide opportunities for our learners and a willingness to contribute to the wider life of our school community is also essential.

This is a chance for someone to take on a large department with strong potential and to drive it to gain an outstanding reputation based on consistently strong outcomes. We are looking for strong leadership of both science, but also those who work as part of the science team. We are looking for someone with vision, but also the ability to execute that vision to maximise achievement.

This exciting post is an opportunity to shape and drive the further development of one of the key areas of our school.

The successful candidate will:

* Be a qualified teacher of science and have a passion for science and teaching.
* Be innovative, strategic and highly motivated.
* Be able to inspire, support and challenge staff and students.
* Be able to successfully lead the department to create a successful reputation.

We offer:

* A school with a genuine welcoming atmosphere.
* A genuinely committed, supportive and successful school team.
* Excellent CPD opportunities.
* An outstanding reputation.
* Good work/life balance.

As Headteacher, I am passionate about evidence-informed pedagogy. If you join us, you will be joining a school that believes in investing in you, so you are able to develop your skills as a leader and teacher. We are a friendly, successful and vibrant 11-18 school, with excellent facilities and a genuinely comprehensive intake. We are a rural school, very much at the centre of the local community. We are a growth mindset school and believe that our motto (Believe. Strive. Achieve.) captures our philosophy and energy.

We are a school that cares about its staff. During our recent Ofsted inspection, the Inspector commented that:

“Leaders are considerate and supportive of the workload and well-being of staff. Senior leaders have high expectations of staff and are mindful of staff’s workload.”

“Staff say that they feel valued and appreciated. Morale is high. One member of staff summed up the views of many, by sharing that the school is ‘one big family’.”

Science at De Aston is dynamic. The team has a great mixture of experience across all the different sciences. We seek to educate our students to become strong scientists with firm subject knowledge and a real understanding about practical science. In Key Stage 3 and 4 we give our learners the opportunities to gain deep understanding of science principles. At A-level the department offers Biology, Chemistry and Physics to allow our strongest scientists the opportunities to develop even further ready for university or careers in industry.

The science block contains eight well-resourced laboratories with data projection facilities, a dedicated science computer suite, two large preparation areas and a staff work area.  There is program in place to update the labs to modern specifications, the first of these has already taken place.

The science department also engages learners in a range of extracurricular activities, including a STEM club, high profile trips to see the likes of Professor Brian Cox, British Science week competitions, Lincolnshire show events, RED STEM day at RAF Scampton, visiting scientists into school and huge success in county science competitions.

De Aston is a school with a total commitment to comprehensive education and has an outstanding academic and pastoral record. The school’s ethos is supportive in ensuring students are happy, challenged appropriately, enjoy their learning and achieve well, no matter what their background is.

We are proud of our success at receiving Careers Mark Gold and ESU Affiliate status. This reflects not only the commitment to and from a dedicated and hardworking staff, but also the enthusiasm and involvement of pupils, and the significance of the school to its locality, which it supports through a number of social, cultural and sporting activities at a level which is surprising given the relatively small size of the town.

The successful candidate may be assured that they will be working as part of a committed school staff and will find a good programme of professional support and career development within the department, and the school.

Lincolnshire, as a county, offers excellent value for money in the housing market and consequently our standard of living is higher than in other areas of the country. The countryside around Market Rasen is outstanding as we are situated on the edge of the Lincolnshire Wolds which is fast becoming a popular choice as a holiday destination and a good place to live, whilst also having the benefits of the historic city of Lincoln 30 minutes’ drive away.

Please contact Mrs Alice McNeill, PA to the Headteacher, via [vacancies@de-aston.lincs.sch.uk](mailto:vacancies@de-aston.lincs.sch.uk) or 01673 840 828, should you require any further information, or you would like to arrange a visit.

If you feel you can inspire, challenge and achieve at De Aston then we would be delighted to hear from you.

The closing date is **9am Friday 4th October 2024**. With shortlisting taking place on Friday 4th October 2024 and the interviews being held on **Friday 11th October 2024.**

To apply please complete our [application form](https://deastonlincsschuk.sharepoint.com/:w:/s/Documentstore/EfeHLZsh-dZNu7b6no0MsHIBg6pdHDwEHbPr7M29Thxgfw?e=eZNKbd) and send it to Mrs Alice McNeill at [vacancies@de-aston.lincs.sch.uk](mailto:vacancies@de-aston.lincs.sch.uk). Please ensure you also include your completed [self-declaration form](https://deastonlincsschuk.sharepoint.com/:w:/s/Documentstore/EbLj81CAop1HvH8LgPZH9mgBWkUoxBrnWvkfiQqsFiPZWg?e=p021aF) and [equal opportunities monitoring form](https://deastonlincsschuk.sharepoint.com/:w:/s/Documentstore/EbOgfmYxPn5FttwU7gf1a9sB_SDi29kDUzJVlOq9hqvCxg?e=BVHr5s). Please note we do not accept CV’s.

Please ensure that within your application you provide the names, addresses, and contact details for two referees, one of whom should be your current or most recent employer.

The School is an equal opportunities employer. We celebrate diversity and are committed to creating an inclusive and diverse environment for all employees and students.

Under Part 7 of the Immigration Act 2016, the Public Sector fluency duty requires state funded schools to ensure candidates for their customer facing roles have the necessary standard of spoken English.

Thank you for your interest and we look forward to hearing from you.

Yours sincerely

Simon Porter

Headteacher

Enc: Job Description, Person Specification

*De Aston School is committed to safeguarding and promoting the welfare of young people and expects all staff and volunteers to share this commitment. All posts will be subject to an enhanced DBS disclosure, medical and reference checks.  All pre-employment checks are in line with Keeping Children Safe in Education.*

**Job Description**

**General**

School teachers may be required to carry out any of the duties set out in the relevant paragraphs of the latest School Teachers’ Pay and Conditions Document.

The postholder will support the ethos of the school; helping to create and maintain positive links between the school, home and the local community. Further, they will take a supportive part in the management of the school, helping to plan, formulate and deliver academic and pastoral policy. Through the effective execution of their specific duties, they will take an active and committed lead in the effective management of the school.

This post carries significant and sustained responsibilities for teaching and learning within the school; the relationship with other posts is set out in our school’s staffing structure. The post involves a number of wide ranging responsibilities required to ensure the continued delivery of high-quality teaching and learning at the school and which require a teacher’s professional skills and judgement in order to be effectively completed. The post carries responsibility for large numbers of students at KS3, KS4 and KS5.

As with all members of the teaching staff, there is a requirement to participate in the school’s Performance Management system, carrying out the Performance Management of those members of the teaching staff specifically allocated to them.

**Core duties**

1. To have a significant impact on educational progress on all students engaged in this curriculum area, by:
   1. Having an overarching responsibility for the Science curriculum as a whole and a specific responsibility for leading all developments in one of the three main disciplines.
   2. Formulating and securing the delivery of relevant schemes of work for each year group (7 - 13). These will be kept up to date; they will identify skills, concepts and content. There may be cross-reference to resource banks. They will define objectives, suggest teaching methods and evaluation procedures and, where appropriate, will link with other departmental / whole school themes and projects.
   3. Ensuring that the Department is kept informed about the pupil performance targets.
   4. Ensuring effective pupil tracking occurs at departmental level and that appropriate action is taken to remedy pupil under-performance; liaising with students, Leadership Team members, parents and Heads of Years as necessary.
   5. Ensuring that stimulating teaching, at the right pace, is available for all abilities and that interesting resource-led problem solving methods are used where appropriate, to enable pupils of all abilities to achieve their own best performance.
   6. Overseeing homework, ensuring that appropriate, relevant amounts are regularly set.
   7. Supporting effective curriculum arrangements for students transferring to the school.
   8. Forging cross-curricular links with other departments, where appropriate, in order to enrich the experience of students.
   9. Creating and maintaining links with other schools, Colleges, Industry and Commerce to make learning as relevant as possible.
2. To lead, develop and enhance the teaching practice of others, by:
3. Ensuring that all school quality assurance and professional development procedures are followed within the Department.
4. Ensuring that any teacher identified as requiring additional professional support within the subject receives this, liaising with the Leadership Team to secure this.
5. Engaging fully in the training plans of student and newly qualified staff and ensuring they receive appropriate support.
6. Ensuring that the department and the school are kept up to date with the latest research, methods and syllabi, which are being used for teaching and examining the subject(s).
7. Playing a major role in developing teaching and learning through the use of ICT.
8. Participating in school wide quality assurance procedures and feeding back to individuals as required.
9. To have accountability for leading, managing and developing a subject or curriculum area, by:
10. Organising the teaching within the department and ensuring that there is full consultation, effective teaching and efficient delivery of the curriculum, resulting in successful learning outcomes.
11. Developing and nurturing the potential of the departmental team.
12. Monitoring teaching standards, taking into account the basic expectations as set out in the School Handbook and in the Performance Management policy.
13. Leading meetings, ensuring that information is disseminated to and from these.
14. Liaising with support staff to ensure that absence procedures are followed and that suitable cover work is set, enabling the cover teacher to do his/her own work.
15. Leading departmental self-review and co-ordinate departmental responses, which emerge, from this.
16. Ensuring that there is a high standard of resources available.
17. Liaising with support staff to ensure curriculum resources, stock and area are effectively managed.
18. Celebrating students’ work through displays, liaising with members of the support staff to ensure this is done well.
19. Working with staff and students to keep the area litter free.
20. Managing student behaviour in the area each day, in liaison with other key staff.
21. Ensuring that all fabric and furniture is kept in good condition.
22. Ensuring that the departmental budget is used to secure the learning needs of students, making sure that it remains in credit, liaising with the Bursar to ensure this is achieved.
23. Ensuring that staff in the area follow safety procedures, including fire evacuation procedures.
24. Taking responsibility for all external examination entries.
25. To have line management responsibility for teaching staff in this curriculum area, by:
26. Overseeing the work of all teachers within the department.
27. Having direct responsibility for line managing the work of subject leaders for the other two main science disciplines.
28. Having direct responsibility for line managing the Senior Technician.
29. Overseeing the work of any teachers with responsibilities for specific subjects within the department.
30. Keeping the leadership team line manager fully informed of concerns raised with regards to a member of staff in their curriculum area, and of any communications with third parties (particularly parents) in relation to them.
31. Carrying out the Performance Management of those members of the teaching staff specifically allocated.

**Other Duties**

1. To take a leading role in supporting current school policy on dress code and the management of student behaviour.

To carry out such other duties which are within the scope of this post, as directed by the Headteacher.

De Aston School is committed to safeguarding and promoting the welfare of young people and expects all staff and volunteers to share this commitment. All posts will be subject to an enhanced DBS disclosure, medical and reference checks.  All pre-employment checks are in line with Keeping Children Safe in Education.

**Person Specification**

This person specification provides an indication of the skills, experiences, abilities and values that we are seeking for in a Head of Science. We are interested in candidates with the potential to make a substantial contribution to De Aston and we are committed to developing, through CPD, the successful candidate.

|  |  |  |  |
| --- | --- | --- | --- |
| **Attributes** | **Criteria** | **How Identified** | **Rank** |
| Education and Training | 1. Formal relevant Science qualification; at least to degree level. 2. QTS status, with current experience of successful Science teaching in a secondary school to external qualification level. | A  A | Essential  Essential |
| Skills and level of experience. | 1. Experience of teaching Science in Key Stages 3 and 4 to achieve consistently strong outcomes. 2. Experience of teaching Science in Key Stage 5. 3. Recent experience of successful Science teaching in a secondary school leading to consistent student progress. 4. A clear understanding and implementation of effective teaching and learning strategies that deliver outcomes. 5. Evidence of raising standards within Science and consistently delivering high levels of progress. 6. A clear educational vision, including the strategic role of Science across the school, and can successfully implement vision. 7. Previous experience of leading a Science department or other relevant leadership experience. | A & I  A & I  A & I  A & I  A & I  A & I  A & I | Essential  Desirable  Essential  Essential  Essential  Essential  Desirable |
| Abilities, behaviours, attitudes and values. | 1. Ability to work in a way that promotes the safety and wellbeing of children and young people. 2. Great degree of resilience. 3. Seek to help children rather than help themselves through children. 4. Self-aware and sees how their behaviour impacts on children and adults. 5. Open to showing ideas and not work in isolation. 6. Courage to take action to protect children from harm. 7. Able to establish and maintain good professional relationships with learners, parents and colleagues. 8. Experience of working successfully and co-operating as a team member. 9. Able to work on own initiative. 10. Ability to communicate effectively and professionally. 11. Commitment to continued personal development. 12. Enthusiastic and hardworking. | A & I  A & I  A & I  A & I  A & I  A & I  A & I  A & I  A & I  A & I  A & I  A & I  A & I | Essential  Essential  Essential  Essential  Essential  Essential  Essential  Essential  Essential  Essential  Essential  Essential  Essential |
| Any Additional Factors | 1. Willingness to contribute to the extra-curricular provision in the department. | A & I | Essential |

**Key:**

A = Application

I = Interview

*De Aston School is committed to safeguarding and promoting the welfare of young people and expects all staff and volunteers to share this commitment. All posts will be subject to an enhanced DBS disclosure, medical and reference checks.  All pre-employment checks are in line with Keeping Children Safe in Education.*