



## **ST GREGORY'S CATHOLIC SCIENCE COLLEGE**

### **CANDIDATE INFORMATION PACK**

**Role:** Head of Science

**Pay Scale:** Inner London, MPS/UPS dependent on experience, plus TLR 1b

**Closing Date:** 12 noon on Tuesday 3<sup>rd</sup> February 2026

**Start Date:** April or September 2026

*We reserve the right to close this vacancy at any time so early applications are encouraged.*



## A Welcome from the Headteacher

Thank you for your interest in a role at St Gregory's Catholic Science College, part of the All Saints' Trust.

Every St Gregory's student is treated as an individual and we have the highest expectations for them. Our mission statement is "Pro Deo, For God the Best and the Greatest" and our hardworking and committed staff ensure that pupils develop in their faith, increase their knowledge, skills, confidence and resilience so that, when they leave us, they have the very best life chances.

I believe that St Gregory's is a very special to work, with a collaborative and supportive culture. This view has been endorsed by Ofsted who have confirmed that St Gregory's remains outstanding (March 2025). Every department works hard towards delivering their objectives but middle leaders will always make time to support colleagues, share skills and knowledge and the whole school comes together for major events.

I look forward to welcoming you to our school community.

**Mrs Madeleine Moran**

Headteacher

### Why Work At St Gregory's?

- Teaching & Learning-focussed school
- Colleagues dedicated to honing their craft
- Outstanding pupil behaviour with a visible SLT
- Excellent Professional Development programme
- Inner London Payscale
- A two week October half term and a long weekend in November
- Additional PPA time
- The opportunity to support educational visits
- Access to Educational Support
- Regular social events

# JOB DESCRIPTION

**Job Title:** Head of Science

**Line Manager:** Assistant Headteacher

**Salary:** Inner London MPS/UPS (dependent on experience) plus TLR 1b

## Key Information

We are seeking to appoint a dynamic and proactive teacher to lead our successful Science Department and drive outstanding outcomes across KS3, KS4 and KS5. This is an exciting opportunity for a passionate Science educator to shape our curriculum, lead an experienced team and play a key role in the development of the Science department.

As the Head of Department, you will set the vision and ensure high standards of teaching, achievement and engagement. You will be responsible for curriculum development, staff leadership and pupil progress—bringing energy and expertise to the role.

We would welcome a team player who is keen to work collaboratively and contribute to a strong ethos of sharing good practice, resources and ideas. We have high expectations and are looking to recruit a forward thinking and flexible teacher who is committed to raising students' achievement.

## General Responsibilities

### TEACHING AND LEARNING

- Lead and manage the Science Department, including developing, motivating and appraising members of the department to ensure that they have clear expectations of their roles and that high performance standards are achieved and maintained.
- Take the lead in ensuring that school policies and strategies are embedded in departmental schemes of work and operational plans.
- Work collaboratively with the Heads of Department to develop and review syllabuses, resources, schemes of work, marking policies, assessment and teaching and learning strategies.
- Identify clear teaching objectives and specify how they will be taught and assessed.
- Manage day to day requirements, delegating as appropriate, to ensure the efficiency of the department.
- Chair regular departmental meetings to ensure that they are used effectively to review performance and that actions are recorded and implemented.

- Be aware of, and make provision for, SEN students in the department.
- Ensure that health and safety is strictly monitored and safe practices are adhered to.
- Ensure that schemes of work are used, reviewed and modified to enable the maintenance and development of high standards of teaching and learning across the department.
- Ensure that Science teachers are monitoring pupils' work and observe classroom practice within the department to ensure high standards are maintained.
- Ensure that each department's delivery and development of the curriculum is effective in meeting the needs of all pupils in all Science subjects and Key Stages.

### **ASSESSMENT AND REPORTING**

- Ensure that within the department, individual student progress is regularly assessed, recorded and marked in accordance with the school policy.
- Monitor and ensure that the Heads of Department are also monitoring pupil progress through the use of performance and benchmarked data to ensure that high standards of learning are achieved and maintained.

### **PASTORAL DUTIES**

- Be a Form Tutor: register students, accompany them to Mass and assemblies, encourage participation in other aspects of school life.
- Contribute to PSHE/RSE.
- Contribute to the broader life of the school by supporting and leading curricular and extra-curricular events to actively promote interest in Science outside the confines of the department.

### **Other Requirements:**

- a sound knowledge of Teachers' Standards
- operate at all times within the stated policies and procedures of the school
- establish effective working relationships and set a good example through personal and professional conduct
- offer every student the opportunity to reach their potential
- work collaboratively with other staff to ensure effective use of resources
- support the school's Catholic vision, values and ethos
- participate in events such as Open Evenings, Parents' Evenings and Prize Night



### **Department Information:**

Science is a very successful and well-resourced department, staffed with subject specialists. We have 7 labs with two technicians to support in practical lessons. There are opportunities to teach GCSE combined science, GCSE triple science, A level Biology, Physics and Chemistry as well as BTEC Health & Social Care and BTEC Medicine

There is also a separate Science staffroom.

## PERSON SPECIFICATION

<b>Qualifications/ Professional Development</b>	Degree in relevant subject QTS Record of excellent classroom practice in a British school Evidence of continuing professional development Evidence of further professional/educational study	Essential Essential Essential Desirable Desirable
<b>Experience</b>	Experience of delivering outstanding outcomes through own teaching and working with others Experience of leadership in a high performing Science department Experience of teaching widely across the age and ability range at Key Stages 3, 4 and 5 Involvement in school self-evaluation and department planning Evidence of working with students with special educational needs Record of extra participation, for example organising extracurricular activities or working for an exam board	Essential  Essential Essential  Essential Essential  Desirable
<b>Skills and knowledge</b>	The ability to create resources for teaching that engage students in their learning A confident grasp of strategies to differentiate and personalise learning The ability to project a positive image of the department across the school community Excellent inter-personal skills Able to contribute effectively to the Teaching and Learning team Able to build effective working relationships Excellent professional knowledge and understanding, including of recent developments in the curriculum, and of a range of pedagogical approaches to raise attainment A thorough knowledge of the National Curriculum An understanding of the needs of students in a Catholic school community Effective communication Good time management and the ability to prioritise and problem solve A commitment to the effective safeguarding of children	Essential  Essential  Essential Desirable  Essential Essential  Essential Essential  Essential

*Whilst every effort has been made to explain the main duties and responsibilities of the post, individual tasks may not be identified above. Employees are expected to comply with any reasonable request from their Line Manager, a member of SLT or the Headteacher to undertake work of a similar level that is not included within this job description. It is understood that areas of responsibility are also subject to review and are negotiable in the light of the needs of the school and the professional development of the staff.*

## How to Apply

Thank you for your interest in working with us at St Gregory's. We encourage you to apply as soon as possible as we reserve the right to interview applicants prior to the advertised closing date. Please note that we only accept applications submitted on our application form (CVs are not accepted). We look forward to receiving your application; our application forms can be found [here](#) or email the Headteacher's PA, Ms Catherine Meah, on [cmeah2.304@lgflmail.org](mailto:cmeah2.304@lgflmail.org) for the application pack. Interested candidates who wish to visit the school are invited to book appointments via Ms Meah.

## Safeguarding Notice

Effective safeguarding, data protection and promoting the welfare of pupils is our utmost priority. Shortlisted candidates will be subject to online searches in line with the latest Keeping Children Safe in Education guidance. References will be sought and the successful candidate will be required to undertake an enhanced DBS check. A respect for the Catholic ethos of the school is essential.