



HARTFORD
CHURCH OF ENGLAND
HIGH SCHOOL

**Hartford Church of England
High School
KS4 CURRICULUM LEAD -
SCIENCE
APPLICANT PACK
October 2024**

Introduction

Dear Candidate,

We are delighted to welcome applications for the permanent role of Key Stage 4 Curriculum Lead for Science at Hartford Church of England High School. Our school is a great place to work! We have brilliant students, talented and committed staff and supportive parents. Our most recent Ofsted inspection in June 2023, demonstrated that we are a good and improving school and our ambition is to make Hartford Church of England High School an outstanding place to learn and work.

It is an exciting time to join our school! Our PAN has increased to 240 in each year group and, having been graded Good in all areas by Ofsted at the end of the last academic year, we are now keen to develop the provision for our young people even further. We have a brilliant team of Curriculum Leaders who teach in some superb, bespoke facilities. The science department is housed in its own area in teaching spaces which have recently had a suite of brand-new state-of-the-art interactive whiteboards installed.

Joining the science department, you will be welcomed and supported by an experienced team of staff, many of whom have several years of expertise at our school. Alongside the Curriculum Team Leader, there is an Assistant Curriculum Team Leader, a Lead Practitioner, alongside five teachers of science and two technicians. The department is housed in seven specialist laboratories and two teaching classrooms. We foster a collaborative environment where our teachers inspire and challenge students to excel, working together to ensure comprehensive learning outcomes for our students. We teach a diverse cohort of both combined science and separate science students, implementing the Edexcel GCSE scheme of work. Our team is committed to nurturing scientific curiosity and academic excellence, empowering students to reach their full potential.

Aside from the curriculum, we focus on the importance of personal development, high expectations and care for one another across the school community. Our newly formed Family System, pastoral teams and SEND hub support this philosophy. All that we do is centred around our core HART values of Happy, Achieving, Ready, Together, built on the Christian foundation of Love (caritas) and Truth (veritas).

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Our school is blessed with exceptional facilities across a large and growing site and is oversubscribed year on year. We have children who are enthusiastic to learn and who are great to teach. We have hugely supportive parents and committed staff and governors. Our school is at the centre of the community in Hartford and we are constantly looking to strengthen our commitment to one another, no matter what stakeholder we are. We have extremely close working relationships with the Diocese, local authority and our colleagues in other schools.

If you share our vision and values and are determined to bring out the best in young people, providing them with the best possible educational experience, we want to hear from you!

Should you choose to apply for the role of Key Stage 4 Curriculum Lead for Science, I look forward to receiving your application and hopefully welcoming you to Hartford Church of England High School in the near future.

Rachel Pickerill

Headteacher

Key Information:

Job role: Key Stage 4 Curriculum Lead for Science

Starting Date: 1st January 2025

Salary: MPS/UPS with TLR2c £3,214

Contract Term: Permanent

Closing Date: 9:00am Monday 21st October 2024

Interviews: Week beginning 21st October 2024

Job Description

HARTFORD CHURCH OF ENGLAND HIGH SCHOOL JOB DESCRIPTION

Key Stage 4 Curriculum Lead for Science

The role of the Key Stage 4 Curriculum Lead for Science at Hartford Church of England High School is to work alongside the Head of Department and Assistant Head of Department for Science to provide strategic vision, leadership and management to the Science department. The individual will work collaboratively with colleagues to ensure the highest standards of curriculum planning, teaching and attitudes to learning for all students, ensuring every student achieves the best possible outcomes. They will ensure the standard of education that students receive continually evolves and improves to meet the needs of all students in their lessons. They will have the highest of aspirations for the attitudes to learning of all students, ensuring every student achieves the best possible outcomes.

The KS4 Curriculum Lead at Hartford Church of England High School will be highly motivated and innovative with an ability to enthuse, motivate and inspire staff and young people alike. This individual will need to be an excellent role model for other staff and, before their appointment, will have gained the knowledge, skills and experience to be an excellent classroom practitioner and to support and develop colleagues. They will have outstanding communication skills possessing the ability to effectively enthuse and challenge young people in equal measure. Good teamwork, the highest of standards, determination and resilience will have been at the core of their success in their education and/or career to date. This is an exciting opportunity for any Science teacher aspiring to middle leadership, who wishes to embark on their first responsibility in this core department.

Teaching, Learning and Assessment

The KS4 Curriculum Lead for Science at Hartford Church of England High School will work alongside the Head of Department and Assistant Head of Department for Science and be responsible for ensuring that the highest standards of teaching, learning and assessment are provided across KS4 Science. The KS4 Curriculum Lead for Science will:

- Ensure that all staff and students fulfil their potential by creating a culture of high expectations, aspirations, ambitions and scholastic excellence across KS4
- Have secure and up-to-date subject knowledge and related pedagogies so that teaching and learning is consistently engaging, appropriately challenging and suitably differentiated with all students making at least expected progress. These include SEND, EAL and high attaining students
- Ensure that Teaching and Learning across KS4 is consistently engaging, appropriately challenging and suitably differentiated so that all students make at least expected progress
- Ensure that assessment information is used to plan appropriate teaching and learning strategies, in order that all students make at least good progress and achieve well.
- Ensure that spoken and written assessment is both regular and thorough to enable students to make continuous progress
- Ensure the school's policy for marking and feedback is consistently applied across the KS4 Science
- Ensure that effective homework is set and monitored across KS4 Science in line with school policy
- Where necessary provide remote learning, ensuring quality assurance processes are in place to monitor its quality and impact.
- Be a visible presence around the department, leading by example and promoting positive attitudes, especially at KS4
- Work alongside other leaders at middle and senior level to develop consistent expectations for behaviours for learning across the department

- Ensure equality of opportunity and recognition of diversity are promoted through teaching, learning, assessment and the department's curricula
- Line-manage individuals within the department
- Working alongside teachers to ensure that student engagement is high within KS4 Science and that there is no passivity in the classroom.
- In line with the school's policy, maintain high standards of behaviour both within the classroom and beyond, consistently and fairly
- Promote excellent student attendance and punctuality to lessons

Progress and Outcomes

The KS4 Curriculum Lead for Science will work alongside the Head of Department and Assistant Head of Department in ensuring that the progress of all students is maximised across KS4 Science. The KS4 Curriculum Lead for Science will:

- Lead the implementation of strategic intervention programmes within the department to ensure improvements in the progress and outcomes of targeted individuals/groups which ultimately increase outcomes and narrow gaps.
- Ensure that the impact of any intervention to narrow gaps/improve outcomes within the department is evidenced and evaluated and appropriate actions are taken as a result
- Assist the Head of Department and Assistant Head of Department in the design and implementation of the assessment framework for the department in line with school policy, ensuring that all assessment data is valid, reliable and submitted on time.
- Assist the Head of Department and Assistant Head of Department in the design and implementation of tracking systems to enable both student progress and student outcomes across the department and in all year groups to be monitored effectively.

Overseeing the Curriculum

The KS4 Curriculum Lead for Science will work alongside the Head of Department and Assistant Head of Department to ensure that the Science curriculum is ambitious, challenging and cost-effective for all students, meeting their needs in the current educational climate. The KS4 Curriculum Lead for Science will:

- Assist the Head of Department and Assistant Head of Department to ensure that the Science curriculum is broad and balanced and meets the needs of all students
- Assist the Head of Department and Assistant Head of Department to plan, implement and review the Science curricula within appropriate frameworks so that work is coherently planned and sequenced towards cumulatively sufficient knowledge and skills.
- Assist the Head of Department and Assistant Head of Department to ensure that CPD within the department helps develop expert subject knowledge so that work given to students consistently matches the aims of the curricula and has a positive impact on Teaching and Learning.

Wider Professional Responsibilities

The KS4 Curriculum Lead for Science will contribute significantly to the wider running of the school. They will:

- Play a full part in the life of the school community, supporting the Christian distinctiveness of the school, and contributing to the school's vision, values and ethos in and out of the classroom
- Support the school in meeting its legal requirements for worship

- Manage and organise the classroom environment efficiently and effectively to ensure that all health and safety regulations are met
- Ensure the effective and efficient deployment of classroom support
- Contribute to the planning and delivery of extra-curricular activities, including contributing to the school's revision programme
- Know, understand and follow whole school policies and apply them consistently, including those relating to safeguarding and well-being, in accordance with statutory provisions and school policy
- Ensure any concerns regarding students' welfare and safeguarding are communicated to the relevant senior member of staff and understand that safeguarding is the responsibility of all staff
- Support the pastoral provision within the school by being a form tutor and fulfilling responsibilities as requested by pastoral colleagues
- Attend regular school meetings within the directed time budget
- Carry out supervision duties as directed through the school duty rota
- Liaise effectively with parents, carers and other stakeholders
- Actively engage in the School Appraisal process
- Attend school events and activities as appropriate to the role of teacher of a given subject.

Hartford Church of England High School is committed to safeguarding and protecting the welfare of children and vulnerable adults as its number one priority. This commitment to robust recruitment, selection and induction procedures extends to organisations and services linked to the school on its behalf. This post is subject to an enhanced DBS check. We value variety and individual differences, and aim to create a culture, environment and practices at all levels which encompass acceptance, respect and inclusion. All our colleagues are expected to demonstrate a commitment to our Church of England ethos and Christian distinctiveness.

The functions and specific responsibilities of this job description are to be undertaken in conjunction with the duties of a teacher as defined in the Teachers' Pay and Conditions Document. The responsibilities and duties will be reviewed and modified as any government guidance evolves.

Person Specification

KS4 Curriculum Lead Science - Person Specification			
	Essential	Desirable	Evidence
Qualifications and Experience	<ul style="list-style-type: none"> • Degree • Teaching qualification • Successful teaching experience, including the teaching of subject to GCSE level. • Record of excellence in the classroom • Contribution to curriculum planning, development and evaluation. • Strong track record of one's own continuing professional development 	<ul style="list-style-type: none"> • Previous Middle Leader experience • Post-graduate certificate • Relevant in-service training e.g. relevant NPQ • Experience of managing and leading others • Experience of working in more than one school • Successful experience of leading effective CPD • Evidence of delivering improvement through others 	<ul style="list-style-type: none"> • Application • Interview
Special Aptitudes	<ul style="list-style-type: none"> • Excellent teaching ability, commanding respect of students and colleagues • Excellent use of IT in education • Ability to generate enthusiasm for the subject(s) and for learning in general • Ability to plan, organise, review and adapt • Up to date on current educational issues including having a clear understanding of developments in the subject area, curriculum development, and teaching and learning 	<ul style="list-style-type: none"> • Ability to innovate and manage change. • Experience of leading initiatives beyond their own classroom. • Experience of the role of form tutor 	<ul style="list-style-type: none"> • Application • Interview

Interpersonal Skills	<ul style="list-style-type: none"> • Fully committed to the Christian ethos of the school • Inspirational • Ability to forgive and move on • Ability to challenge and support students and staff • Excellent spoken and written communication skills • High expectations • Commitment to school improvement • Team worker • Independent worker • Resilient under pressure • Excellent attendance • Flexible 		<ul style="list-style-type: none"> • Application • Interview
Safeguarding	<ul style="list-style-type: none"> • Willingness to consent to apply for an enhanced disclosure CRB check • Commitment to demonstrating a responsibility for safeguarding and promoting the welfare of young people, including the mental health of young people 		<ul style="list-style-type: none"> • Application • Interview