



Churston Ferrers Grammar School

# Application Pack

Position:

## Teacher of Biology





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# Welcome from the President of School Sixth Form Committee

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Dear Applicant

Thank you for expressing interest in joining our school.

Having been a Churston Student for six years now, I can say with utmost sincerity that choosing to come here was one of the best decisions I've ever made and there's nowhere else I'd rather be. I would hope, and expect, that if you were to join the team you'd feel the same way. It is challenging, and requires commitment; but ultimately these are good things, especially as you get back what you put in.

Churston is a place where staff and students alike foster an environment in which we all can thrive, in every sense of the word; the friendly, supportive and hard-working community established here is nothing but a testimony to that fact. A family whose educational and personal concerns of its members are a constant priority, we welcome newcomers with open arms so that we can all go forward together.

The foundations upon which this unique environment stands, and upon which we form the spirit of 'The Churston Way', are the school's values: Active Citizenship, Social Justice and Sustainability. While academic success is something that is always kept in mind - and certainly achieved - here, it is of equal importance that we uphold these values in everything we do. Students at Churston are encouraged to know that they can make a difference. We are emboldened to strive to be the best person we can be; regardless of who we are, what we are or where we came from. And we are always conscious of our impact on the world we live in, working where we can to reduce that impact so that we can have a bright future.

Representing these values, providing support is the role played by staff in the teacher-student symbiosis. Students look to teachers as role models, but also for guidance, to assist in their personal development and individual journeys. These are qualities we look for in those we wish to welcome into our school.

If you feel that you share our enthusiasm, drive, passion for education, and eagerness to help others, then you'll fit in perfectly, and we can't wait to meet you!

Lucas Tompson  
Student President



# A welcome from the Headteacher

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Dear Applicant

Welcome to Churston Ferrers Grammar School, and thank you for your interest in the position of Teacher of Biology.

We are proud of our reputation as a caring, inclusive and supportive school, with strong academic credentials. Churston Grammar is a co-educational standalone academy, rated outstanding by Ofsted, and part of an informal network of grammar schools in the South West. We have just over a thousand students, of whom about 300 are in our Sixth Form.

Churston Grammar is well known in the local area for its distinctive family feel, backed up by an outstanding student services department, which ensures that all students feel able to do their very best academically. This emphasis on student welfare is underpinned by a wide range of extra-curricular activities, and a programme of school trips, to build confidence and self-esteem. It is this combination of high academic standards within a relaxed and supportive environment that makes Churston Grammar so unique.

Churston Ferrers sits in a beautiful rural setting close to the sea, between Paignton and Brixham, with excellent road and rail links to Plymouth and Exeter. Nevertheless, there are deprived areas nearby, and ten percent of our students receive Pupil Premium.

We look forward to hearing from you.

**Kieran Earley**  
**Headteacher**



# About Us

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## Mission

We offer a co-educational, academic education that opens doors for students from all backgrounds. We maximise academic success through a creative and supportive culture that welcomes and includes everyone in the school.

## Vision

We want our students to achieve more and be happier at Churston than at any other school, and to leave us with a passion for learning and a strong sense of social justice.

## Ethos

We believe that happy, challenged and well supported students perform better, and are more caring towards each other. Student welfare is a priority and we are proud of our students' considerate and inclusive outlook.





# Job Advert – Teacher of Biology

**Churston Ferrers Grammar School**  
Learning to create a better world



## Teacher of Biology

**Part-time, permanent Contract – 0.62 (FTE)**

**To commence as soon as possible**

**MPS/UPS**

**School Roll 1036 (285 in Sixth Form)**

Churston Ferrers Grammar School is a high performing selective school with a long-standing reputation for exceptional pastoral care and personal development. Academic standards are high, both in terms of attainment and progress, and the school is recognised for its innovative and inclusive classroom practice.

The school is well known in the local area for its distinctive family feel, backed up by exceptionally strong pastoral care, which ensures that all students feel able to do their very best academically. This emphasis on student welfare is underpinned by a wide range of extra-curricular activities to build confidence and self-esteem.

We are seeking to appoint a well-qualified, enthusiastic and accomplished teacher to work within our Biology Department who feels comfortable using technology to enhance teaching and learning. The successful candidate should have relevant Biology experience and the energy and commitment to share their passion for the subject with pupils. The candidate should be confident in delivering excellent lessons to GCSE and A-Level students. The ability to inspire and motivate very able students is particularly important. Applications from Newly Qualified Teachers as well as experienced teachers are welcome.

Churston Ferrers Grammar 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 candidate will be required to undertake a Disclosure and Barring Service check, and references will be taken for all shortlisted candidates.

If you wish to hear more about the role please make contact with Hannah Gardiner, Head of Science, [hannah.gardiner@churston.torbay.sch.uk](mailto:hannah.gardiner@churston.torbay.sch.uk). Applications should be addressed to the Headteacher. If you are interested in applying for this post please contact Mrs Gardiner as soon as possible.

# How to apply

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**Please read the enclosed job description and person specification very carefully.**

Making reference to both documents, and making reference to your skills and knowledge, please complete the Teaching Staff application form at [www.churstongrammar.com/information/vacancies](http://www.churstongrammar.com/information/vacancies).

**CLOSING DATE FOR APPLICATIONS:** If you are interested in applying for this post, please contact Mrs Gardiner as soon as possible.

**INTERVIEW DATE:** TBC

## References

References will be taken for candidates shortlisted for interview prior to the interview date.

Churston Ferrers Grammar 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 candidate will be required to undertake a Disclosure and Barring Service check.

## Queries

If you have any queries regarding this job vacancy or would like to discuss this post in further detail, in the first instance, please contact Hannah Gardiner, Head of Science – [hannah.gardiner@churston.torbay.sch.uk](mailto:hannah.gardiner@churston.torbay.sch.uk)

Thank you for your interest in our school. We look forward to receiving your application.

# Job Description – Teacher of Biology

## CFGS Vision

### Mission

We offer a co-educational, academic education that opens doors for students from all backgrounds. We maximise academic success through a creative and supportive culture that welcomes and includes everyone in the school.

### Vision

We want our students to achieve more and be happier at Churston than at any other school, and to leave us with a passion for learning and a strong sense of social justice.

### Ethos

We believe that happy, challenged and well supported students perform better, and are more caring towards each other. Student welfare is a priority and we are proud of our students' considerate and inclusive outlook.

<b>Purpose:</b>	<ul style="list-style-type: none"> <li>To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area/s as appropriate</li> <li>To monitor and support the overall progress and development of students as a teacher/Form Tutor</li> <li>To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential</li> <li>To contribute to raising standards of student achievement</li> <li>To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth</li> </ul>
<b>Reporting to:</b>	Head of Department
<b>Main accountabilities</b>	
<b>Operational/Strategic Planning:</b>	<ul style="list-style-type: none"> <li>To assist in the development of appropriate syllabuses, resources, schemes of learning, marking policies and teaching strategies in the curriculum area/s and department</li> <li>To contribute to the departmental development plan and its implementation</li> <li>To plan and prepare courses and lessons</li> <li>To contribute to the whole school's planning activities</li> </ul>
<b>Curriculum Provision:</b>	To ensure that the curriculum area provides a range of teaching which compliments the school's strategic intentions/objectives
<b>Curriculum Development:</b>	To assist in the process of curriculum development and change so as to ensure the continued relevance to the needs of all students, examining and awarding bodies and the school's vision and strategic intentions/objectives
<b>Staff Development:</b> <b>Recruitment/Deployment of Staff</b>	<ul style="list-style-type: none"> <li>To take part in the school's staff development programme by participating in arrangements for further training and professional development</li> <li>To engage actively in the Performance Management review process</li> <li>To ensure the effective/efficient deployment of classroom support</li> <li>To work as a member of a designated team and to contribute positively to effective working relations within the school</li> </ul>
<b>Quality Assurance:</b>	<ul style="list-style-type: none"> <li>To help to implement school quality and to adhere to those who contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed school procedures, including evaluation against quality standards and performance criteria. To seek/implement modification and improvement where required</li> <li>To take part, as may be required, in the review development and management of activities relating to the curriculum, organisation and student support functions of the school.</li> </ul>



<b>Management Information:</b>	<ul style="list-style-type: none"> <li>• To maintain appropriate records and to provide relevant accurate and up-to-date information on SIMS</li> <li>• To track student progress and use information to inform teaching and learning</li> </ul>
<b>Communication:</b>	<ul style="list-style-type: none"> <li>• To communicate effectively with the parents of students as appropriate</li> <li>• Where appropriate, to communicate and co-operate with persons or bodies outside the school</li> <li>• To follow agreed policies for communications in the school and develop an appropriate and engaging presence on the Virtual Learning Environment</li> </ul>
<b>Marketing and Liaison:</b>	<ul style="list-style-type: none"> <li>• To take part in marketing and liaison activities such as open days, open evenings and parents' evenings as well as liaison events with partner schools</li> <li>• To contribute to the development of effective subject links with external agencies</li> </ul>
<b>Management of Resources</b>	<ul style="list-style-type: none"> <li>• To contribute to the process of ordering and allocation of equipment and materials</li> <li>• To assist the subject leader to identify resource needs and to contribute to the efficient/effective use of physical resources</li> <li>• To co-operate with other staff to ensure a sharing and effective use of resources to the benefit of the school, subject area and the students</li> </ul>
<b>Student Support:</b>	<ul style="list-style-type: none"> <li>• To be a Form Tutor and carry out related duties in accordance with the generic job description</li> <li>• To promote the general progress and well-being of individual students and of the tutor group as a whole</li> <li>• To liaise with a HoY to ensure the implementation of the school's systems</li> <li>• To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life</li> <li>• To maintain a file of records, reports, progress data, copies of pastoral reports etc and keep up-to-date student records as may be required</li> <li>• To contribute to the management of student progress files</li> <li>• To apply the behaviour management systems so that effective learning can take place</li> <li>• To carry out the tutor tasks as detailed in the 'role of the tutor' policy</li> <li>• To write a pastoral report</li> <li>• To liaise with student services and the HoY to support students' wellbeing</li> <li>• To attend termly HoY with tutor meetings and weekly HoY with tutor briefings</li> <li>• To ensure the implementation of the school uniform rules</li> <li>• To give notices promptly to students</li> </ul>

<b>Teaching:</b>	<ul style="list-style-type: none"> <li>• To teach students according to their educational needs, including the setting and marking of work to be carried out by the student in school and elsewhere</li> <li>• To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required</li> <li>• To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students</li> <li>• To ensure that ICT, Literacy, Numeracy and school subject specialisms are reflected in the teaching/learning experience of students</li> <li>• To undertake a designated programme of teaching</li> <li>• To ensure a high quality learning experience for all students which meets internal and external quality standards</li> <li>• To prepare and update subject materials</li> <li>• To use a variety of delivery methods which will stimulate learning appropriate to student needs and demands of the syllabus</li> <li>• 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</li> <li>• To undertake assessment of students as requested by external examination bodies, departmental and school procedures</li> <li>• To mark, grade and give written/verbal and diagnostic feedback as required (AfL)</li> </ul>
<b>Other Specific Duties</b>	
<ul style="list-style-type: none"> <li>• To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example</li> <li>• To promote actively the school's corporate policies</li> <li>• To continue personal development as agreed</li> <li>• To comply with the school's Health and Safety policy and undertake risk assessment as appropriate</li> <li>• To undertake any other duty as specified by STCPD not mentioned in the above</li> </ul>	

This job specification outlines the duties required of the post to indicate the levels of responsibilities. It is not a comprehensive list and the Headteacher may vary the duties from time to time although the general character of the job and level of responsibility will not alter.

November 2022

# Biology Department Information

Please refer to the Curriculum sections on the school website

[www.churstongrammar.com](http://www.churstongrammar.com)

for all relevant information relating to Biology both for GCSE and A-Level.

H Gardiner

Head of Science

November 2022





LOCAL AREA - [Brixham](#) - [Paignton](#) - [Dartmoor National Park](#) - [Exeter](#) - [Plymouth](#) - [Dartmoor](#) -  
- [The English Riviera](#) - - [Google Map of Area](#) -

Learning to create a better world

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Chair of Governors: Mr Rob Tyler

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