



**LAUREATE
ACADEMY**
LIBERTAS PER CULTUM

Appointment to the post of Head of Science (TLR1b £9,667)

Information for Applicants



2019

**FUTURE
ACADEMIES**

WELCOME

Dear Candidate,

Thank you for your interest in the post of Head of Science at Laureate Academy. We are seeking to appoint an experienced, talented, inspirational and highly motivated leader.

This is an exciting time to be joining Laureate Academy as we have already made significant improvements since our last Ofsted, central to these changes has been a sharpened focus on improving behaviour, underpinned by a concerted drive to ensure that every pupil feels safe, happy and supported within school. The whole staff team are supportive and committed to school improvement and I am certain that this opportunity will provide you with an exciting and rewarding career opportunity in a school with a bright future.

We hold a commitment to help all pupils achieve, regardless of their starting points. We are looking for an individual who can play a key role in the next stages of our development, and share our determination to ensure outstanding outcomes for the pupils at the school. You will have a range of expertise and an ability to deliver outstanding lessons to enable progress across all key stages, along with innovative ideas, excellent interpersonal skills and be a team player.

As a member of the school, you will often be representing the wider community, so you will need to be proactive and confident, with a flair for problem solving, although there is always plenty of support available from the rest of the staff team.

This is an important position for us and we are looking for highly talented candidates. If you would like to visit the school to find out more about who we are and what we do then we would be very happy to facilitate that and you can contact my PA, Helen Hardy (h.hardy@laureateacademy.org.uk) to arrange a tour.



If you would like to speak to me about the role, then feel free to ring the school and I will return your call as soon as I can - I will be happy to try to answer any questions you may have! In the meantime, thank you once again for your interest in the post and I very much hope that we will be hearing from you soon.

I am determined that each pupil at Laureate Academy will be able to reflect on their years at the school as being a period of happiness and personal fulfilment. Our staff are fundamental to the success of the Academy. If you are passionate about working within education, and believe you can make a difference, then I encourage you to apply.

I look forward to receiving your application and welcoming you to our school.

David Fisher
Head of School

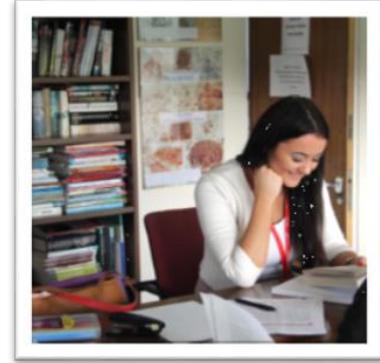
HEAD OF SCIENCE – JOB DESCRIPTION

Reports to: Director of Learning: Science & Technology

Start date: April 2019

Salary: Main or Upper Scale + TLR1b £9,667

Disclosure level: Enhanced



The successful applicant for this post will be expected to:

- Work closely with the Director of Learning to lead and manage Science, securing outstanding attainment and progress at all key stages.
- Teach high quality lessons across the Sciences up to GCSE with the ability to teach Chemistry, Physics or Biology up to A Level.
- Create a happy, dynamic, innovative culture in the department and ensure all staff are performing to an outstanding standard and are happy and motivated in doing so.
- Show flexibility, innovation and intelligence in responding to the needs of the pupils and Academy as a whole.
- Work closely with other middle and senior leaders to help mould and drive further improvements across the Academy

Responsibilities

a) Professional Standards

- Support the aims and ethos of the Academy
- Set a good example in terms of professional dress and appearance, punctuality and attendance
- Uphold the Academy's behaviour policy in a consistent, firm and warm manner
- Maintain a purposeful and calm atmosphere in the classroom and other areas
- Take responsibility for personal development and progression making full use of the Academy's professional development opportunities and training
- Attend and actively contribute to meetings and training

b) Teaching and Learning

- Plan and deliver high quality, knowledge led lessons in accordance with the Academy's Teaching and Learning Policy
- Liaise with other colleagues to plan units of work and lessons in a collaborative way
- Work towards personal targets to continually improve the quality of lessons
- Set and monitor high quality homework in-line with the Academy homework policy
- Plan challenging lessons for all pupils with task adjustment to support pupils with lower starting points to access this content

c) Assessment and Recording

- Mark specific pieces of pupils' work in-line with the Academy's marking policy
- Ensure that detailed records are kept which monitor pupil attainment and progress
- Report pupil data when periodically required within the Academy's assessment cycle
- Complete analysis and evaluation of external examination results and internal assessment points within the year, using this to drive actions to further improve outcomes
- Liaise with parents on pupils' progress using letters, emails, telephone calls and consultation evenings where reasonable and appropriate.

d) Leadership and Management

- Work closely with the Director of Learning to drive a shared vision for the department
- Work with the Director of Learning to identify strengths and areas for development in all aspects of the department and plan actions to drive continual improvements.
- Evaluate the quality of teaching and learning in the subject area and develop the staff to continually improve the quality of lessons in the subject area
- Take responsibility for the performance of staff within the subject area, reviewing the work of teachers and setting appropriate negotiated objectives for improvement and training, and working closely with the Director of learning to ensure adequate support is provided for all colleagues in the subject area.
- Review with Science teachers their pupils' attainment and progress data, identify key groups and individuals and agree targets, intervention strategies, changes to teaching strategies or changes to the curriculum as necessary to further improve outcomes
- Remain abreast of all relevant subject developments and innovations and to lead regular and relevant reviews of the subject's schemes of work, examination courses/specifications and extra-curricular learning opportunities.
- Through excellent practice, well-developed teaching skills and curriculum knowledge, provide coaching and mentoring support for colleagues working within the subject, and act as role model for outstanding teaching
- Be accountable to the Director of Learning and SLT line manager for the performance of teachers and pupils within the department
- Carry out suitable monitoring and evaluation activities of the performance of colleagues within the subject, including lesson observations, regular learning walks and pupil work scrutiny.
- Meet weekly with the Director of Learning and Line Manager from SLT in order to discuss developments in the subject
- Carry out such other tasks as the Headteacher may reasonably, from time to time, request the post holder to undertake

e) Curriculum Leadership and Management

- Work closely with the Future Academies' Curriculum Centre to continue to develop the key stage 3 Science curriculum so that it is knowledge rich and challenging
- Ensure all aspects of the GCSE and A level specifications are taught to a high standard, with effective long, medium and short term plans mapped out for all teachers in the department
- Ensure teachers in the department are following curriculum plans and are working together to continually improve and develop these

f) Resource management

- Working closely with the Director of Learning to effectively manage and deploy teaching/support staff and cover arrangements within the department
- Working closely with the Director of Learning to manage financial, learning and other physical resources within the department.

Person Specification

The right person for the job will be:

- Passionate about Science and have excellent academic qualifications and thorough subject knowledge.
- Aligned with our educational vision and committed to a knowledge-led curriculum, with high ambitions for pupil attainment.
- Able to combine academic rigour and achievement with enjoyment of the subject.
- An inspirational leader, with the capacity to develop excellence in others.
- A good communicator, with outstanding planning and organisational skills and the ability to motivate a team.
- Committed to safeguarding and promoting the welfare of children
- Committed to wider Academy life

The Science Faculty at Laureate Academy

Director of Learning: Science & Technology: Odette Morley
o.morley@laureateacademy.org.uk

The Science Faculty is a vibrant and dynamic team and Teaching and Learning is strong across all key stages with the faculty. We pride ourselves on being an approachable and dedicated Science faculty, who deliver engaging lessons in which our students are able to thrive. We are committed to all students making progress and the sharing of ideas, good practice and innovative resources.

Staff in the faculty work collaboratively in all aspects of their planning and practice; the new member of staff would be expected to lead and be an active member of such a team, whilst being responsible for implementing and monitoring a high standard of teaching and learning. The new member of the faculty would also need to be flexible in their approach to such a diverse faculty which draws upon a number of skills and areas of subject knowledge.



Laureate Academy – The Area

The area has fantastic transport links, including a main line station direct into Euston. It is a 28-minute walk from the station to the school, or there is a taxi rank right outside and 5 min journey by car. There is ample free parking on-site.



The M1 and A41 have junctions in Hemel Hempstead and the nearest M25 junction is Kings Langley.