



# Douay Martyrs School

<b>Post title</b>	Head of Science		
<b>TLR Level</b>	TLR-1		
<b>Introduction</b>	At Douay Martyrs Catholic Secondary School, we are committed to delivering quality education rooted in our Catholic ethos. Our mission is to provide quality teaching that inspires and challenges students to reach their full potential. We believe that alongside excellent teaching, quality pastoral care nurtures our students' spiritual, emotional, and social development. Through quality leadership, we foster an environment where staff and students alike are motivated to achieve excellence and live out our shared values. As a teacher here, you will play a vital role in shaping young minds with a passion for learning, contributing to our vibrant and inclusive community.		
<b>Purpose and of role</b>	The central purpose of the role is to lead and contribute to the development and delivery of a high-quality, inclusive curriculum that meets the needs of all learners across Key Stages 3, 4, and, where applicable, Key Stage 5. The Head of Department is responsible for maintaining and improving academic outcomes, ensuring effective teaching and learning, and supporting the professional growth and wellbeing of departmental staff. This role also involves fostering a positive and aspirational environment where students are encouraged to achieve their full potential, in line with the values and ethos of the school.		
<b>Key areas of responsibility</b>	The Head of Department is responsible for leading the planning and delivery of a high-quality curriculum, ensuring effective teaching, strong student outcomes, and a culture of continuous improvement. The role includes managing departmental staff, overseeing assessment and resources, supporting student wellbeing, and contributing to whole-school priorities in line with the school's values and ethos		
<b>Reporting to</b>	Assistant Headteacher	<b>Reports</b>	Key stage 3 &4 co-ordinators and department teachers
		<b>Performance management</b>	
<b>Leadership and Management</b>	<ul style="list-style-type: none"> <li>- <b>Lead and manage a team of teachers and support staff within the designated department or area.</b></li> <li>- Encourage a passion and commitment for the subject.</li> <li>- Set a culture of high expectations, aspirations and standards, where pupils and staff feel safe.</li> <li>- Act as a role model for 'Quality Teaching first'.</li> <li>- Ensure all pupils and staff are seen and treated as unique individuals.</li> <li>- Ensure the implementation of whole school policies.</li> <li>- Provide a supportive environment that encourage staff to innovate and take risks in their teaching</li> <li>- Develop and implement departmental plans, aligned with the school's strategic goals and plans.</li> <li>- Foster a positive and collaborative working environment.</li> <li>- Support the senior leadership in ensuring good order and discipline across the school, especially within their subject area</li> <li>- Undertake the Performance management of staff as directed</li> </ul>		
<b>Teaching and Learning</b>	<ul style="list-style-type: none"> <li>- Lead the delivery of high-quality, evidence-informed Science teaching across Biology, Chemistry, and Physics, ensuring consistency and high expectations.</li> <li>- Promote a culture of curiosity, critical thinking, and scientific literacy through engaging and practical learning experiences.</li> </ul>		



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	<ul style="list-style-type: none"> <li>- Monitor and evaluate the quality of teaching across the faculty, using lesson observations, learning walks, and student feedback to drive improvement.</li> <li>- Support teachers in using data effectively to inform planning, differentiation, and intervention strategies that maximise student progress.</li> <li>- Ensure that teaching and learning within the faculty reflects current scientific developments and prepares students for further study and future careers.</li> <li>- Embed a consistent approach to assessment, feedback, and homework to support student progress and independence.</li> <li>- Champion inclusive teaching strategies that meet the needs of all learners, including those with SEND and high prior attainment.</li> <li>- Foster cross-disciplinary links within STEM and promote enrichment opportunities that extend learning beyond the classroom.</li> </ul>
<b>Curriculum development</b>	<ul style="list-style-type: none"> <li>- Lead the development and review of the curriculum within the department.</li> <li>- Ensure the curriculum is inclusive, engaging, and meets the needs of all students.</li> <li>- Ensure the curriculum is compliant with external examination syllabi.</li> <li>- Ensure the curriculum delivered in the classroom is enhanced with additional experiences that enhance the learning experience of all students.</li> <li>- Stay updated with the latest educational research and incorporate innovative practices.</li> </ul>
<b>Outcomes and standards</b>	<ul style="list-style-type: none"> <li>- Track and analyse student performance data, implementing interventions where necessary, including assessment and public examination analysis for SLT and Governors</li> <li>- Set ambitious targets for student attainment and progress</li> <li>- Ensure assessment judgements across the subject are moderated internally and externally</li> <li>- Promote high expectations for student achievement and behaviour.</li> <li>- Ensure all aspects of Behaviour for learning are implemented effectively across the subject,</li> <li>- Maintain good order and discipline across the department</li> <li>- Support the pastoral care of students, ensuring their well-being and personal development.</li> </ul>
<b>Professional development</b>	<ul style="list-style-type: none"> <li>- Identify and address the professional development needs of staff within the subject.</li> <li>- Lead professional development sessions and share best practices.</li> <li>- Encourage a culture of continuous learning and improvement.</li> </ul>
<b>Communication and collaboration</b>	<ul style="list-style-type: none"> <li>- Communicate effectively with staff, students, and parents.</li> <li>- Collaborate with other departments and the senior leadership team to promote a cohesive and integrated approach to education.</li> <li>- Provide two-way communication between team and SLT.</li> <li>- Provide regular reports for SLT and Governors</li> <li>- Liaise with Examination boards as required.</li> <li>- Develop links with local and national subject networks.</li> <li>- Represent the department in school meetings and events.</li> </ul>
<b>Resource management</b>	<ul style="list-style-type: none"> <li>- Manage departmental budgets and resources efficiently.</li> <li>- Ensure that learning environments are safe, well-equipped, and conducive to learning.</li> </ul>



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	The duties above are neither exclusive nor exhaustive and the post holder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade.
<b>Core competencies</b>	<ul style="list-style-type: none"><li>- Leadership and vision</li><li>- Commitment to ethos and culture of Douay Martyrs school</li><li>- Strategic thinking and planning</li><li>- Values led decision-making</li><li>- Commitment to building Teamwork and collaboration</li><li>- Adaptability and resilience</li><li>- Commitment to student success</li><li>- Continuous professional development</li></ul>