Teacher of Science

Job Description

Post: Teacher of Science

Salary: Teachers' Main / Upper Pay Scale

Hours: This post is full- or part-time and temporary to cover maternity leave

Line Management: Head of Faculty – Assistant/Deputy Head

Introduction (and General Duties)

This job description should be read in conjunction with the current School Teachers' Pay and Conditions Document and the provisions of that document will apply to the post holder.

The performance of all the duties and responsibilities shown below will be under the reasonable direction of the Headteacher, or other Senior Leader if appropriate, who will be mindful of his/her duty to ensure that the employee has a reasonable workload and sufficient support to carry out the duties of the post.

This job description will be reviewed at least annually and any changes will be subject to consultation. The School's Grievance Procedure will be used to resolve any dispute arising from the job description. Other relevant policies may include the Stress at Work Policy and the Dignity at Work Policy.

Principal Responsibilities

To meet all the requirements of the Teachers' Standards, September 2012: please see: https://www.gov.uk/government/publications/teachers-standards

General Duties

You will be expected to carry out the professional duties of a teacher as outlined in the School Teachers' Pay and Conditions Document currently in operation, or any subsequent legislation.

Teaching and Learning

1. Plan, prepare and deliver high quality lessons to students at some or all of Key Stages 3, 4 & 5.

2. Report on progress and any concerns to line manager and parents.

3. Contribute to curriculum development work of the team.

Pastoral Care as a Form Tutor

- Build relationships with all students and be available when needed to listen and offer support and encouragement
- Monitor the academic progress of each student using data and alert relevant subject staff and/or the Head of Year (HOY) if there are any areas of concern
- Maintain high standards within the form including monitoring attendance, punctuality, uniform, homework records, attitude and behaviour
- Teach a weekly L4L lesson along with HIGNFY, attend weekly assembly

- Ensure the accuracy of registers at Tutor time
- Disseminate school information, including timetables, and messages from other staff
- Write any special reports or references as required
- Attend Parents/Carers' Consultation Meetings and Year Team Meetings
- Make routine contact with parents/carers in liaison with the HOY

SEND Responsibilities

All teachers are teachers of students with Special Educational Needs and Disabilities (SEND). As such, teachers are expected to uphold inclusive practices and ensure that all students, regardless of need, are supported to achieve their full potential.

Inclusive Planning and Preparation

- Plan lessons that are accessible and inclusive, taking account of the diverse needs of learners, including those with SEND.
- Differentiate tasks, resources, and outcomes to ensure all students can engage meaningfully with the curriculum.
- Use information from EHCPs, pupil profiles, and support plans to inform lesson planning and classroom strategies.

High-Quality Teaching and Learning

- Deliver adaptive teaching that responds to the needs of students with SEND, using strategies such as scaffolding, modelling, and visual supports.
- Create a positive and supportive classroom environment that promotes independence, confidence, and resilience.
- Use a range of assessment methods to monitor progress and adjust teaching accordingly.

Collaboration and Communication

- Work closely with the SENDCO, Teaching Assistants, and other support staff to implement targeted interventions and in-class support.
- Communicate effectively with parents/carers regarding the progress and needs of students with SEND.
- Participate in review meetings for students with EHCPs and contribute to the development of support strategies.

Monitoring and Record-Keeping

- Track and record the progress of SEND students, identifying any barriers to learning and taking appropriate action.
- Maintain accurate records of interventions, adaptations, and outcomes for students with SEND.
- Provide feedback to the SENDCO/Assistant SENDCOs on the effectiveness of support strategies.

SEND Responsibilities (contd.)

Professional Development

- Engage in ongoing professional development related to SEND, including training on specific needs such as autism, dyslexia, ADHD, and SEMH.
- Reflect on and improve inclusive teaching practices through collaboration, peer observation, and feedback.
- Stay informed about current legislation, guidance, and best practice in SEND education.

Other Duties

Undertake any other reasonable tasks.

General Responsibilities

All staff employed by Lord Williams's School are expected to work within the following policies and procedures:

Safeguarding

Ensure that all School safeguarding and child protection policies are adhered to and concerns are raised in accordance with these policies.

Health and Safety

- Take reasonable care of their own Health, Safety and Welfare and that of others who may be affected by what they do or do not do.
- Be familiar with emergency and First Aid procedures.
- Co-operate with all issues involving Health, Safety and Welfare.
- Use work items provided correctly and in accordance with training and instructions.
- Not interfere with or misuse anything provided for protection of Health, Safety or Welfare.
- Report any Health, Safety or Welfare concerns to their line managers as soon as is practicable.
- Ensure tasks are completed in a safe manner.

Security and Data Protection

Work within the confines of the General Data Protection Regulation and to take appropriate measures to ensure the security and confidentiality of data.

Equal Opportunities Statement

The School's policy is to employ the best personnel and to provide equal opportunity for the advancement of employees including promotion and training and not to discriminate against any person because of their race, colour, national or ethnic origin, sex, sexual orientation, marital status, religion or religious belief, disability or age.

Person Specification

Qualifications

Essential:	Graduate (in a related discipline)
	PGCE or other appropriate teacher training qualification
	Qualified Teacher Status
Desirable:	Science graduate

Relevant Experience

Essential:	Teaching (or teaching practice) in a comprehensive school
Desirable:	Teaching (or teaching practice) in a mixed 11 – 18 secondary school

Relevant Skills/Aptitudes

Teaching and Learning:

Essential:	Good classroom teacher (potential to be excellent)
	Appropriate ICT skills
	Ability to teach Key Stage 3 and 4 Science
Desirable	Ability to teach A level Chemistry

Safeguarding

Essential:	Motivation to work with children and young people
	Ability to form and maintain appropriate relationships and personal boundaries with children and young people
	Emotional resilience in working with challenging behaviours

Special Requirements

Essential:	Committed to high standards from all students
	Team worker
	Love of the subject and ability to inspire
	Understanding of and commitment to equality, diversity and inclusion

Terms and Conditions

Line Management

The post-holder reports to a Head of Faculty who in return reports to the Assistant/Deputy Headteacher.

Terms and Conditions

The Thame Partnership Academy Trust employs teaching staff working at Lord Williams's School on the conditions of service contained in the General Terms and Conditions of Employment for Teaching Staff.

Safeguarding

Lord Williams's School is committed to safeguarding and promoting the welfare of children and vulnerable adults and expects all staff and volunteers to share this commitment.

All successful candidates will be subject to enhanced Disclosure and Barring Service checks along with other relevant employment checks.

Any offer of employment is subject to satisfactory medical, reference and DBS clearance and also to The Asylum and Immigration Act ID checks.

This post is exempt from the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013, 2020 and 2023). This means that certain convictions and cautions are considered 'protected' and do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website:

https://www.gov.uk/government/publications/new-guidance-on-the-rehabilitation-of-offenders-act-1974