



South Craven School



Candidate Application Pack

Head of Physics



A Message from the Headteacher

I am delighted to welcome you to South Craven School, a large, thriving and successful comprehensive school situated in Cross Hills.

Learning is placed firmly at the heart of the South Craven School community. Our main priority is to ensure our students have the best opportunities for success and the highest possible aspirations for the future. We are proud of our excellent reputation in our local community and aspire to provide the highest quality of education for all of our students.

We recognise our responsibility to provide young people with the skills and qualities they need to respond to the challenges of a fast-changing world. We do this by promoting our South Craven Learner principles of Courage, Enquiry and Growth and focusing on preparing our students for life as active and productive citizens. We value each and every one of our students and aspire for them to achieve academically, socially and personally. Our formula for success is built on partnership between home and school, teacher and student, school and community. We are also part of the Red Kite Teaching School Alliance, where we work alongside a number of schools.

I hope you will want to visit us and meet the people that make South Craven a success: our students, staff and trustees. We welcome your interest and invite you to come and see the school for yourselves.

Martyn Hill
Headteacher



A Message from the Chief Executive Officer

I am both proud and excited to have been given the opportunity to lead the Trust in this next stage of its development, and to work with other school and trust leaders locally to ensure the very best education for young people in Craven, Pendle and across the wider region.

Apex Collaborative Trust is a vibrant, cross phase multi-academy trust formed by the merger of the Pennine Trust and South Craven Academy Trust.

Our trust consists of two secondary schools and three primary schools. South Craven School also has a large Sixth Form.

We are delighted that Pendle Vale College, in Nelson, will be an associate member of the Trust and has indicated an intention to join fully within the next 12 months.

John Tarbox

Chief Executive Officer



Apex Collaborative Trust

Apex Collaborative Trust is a values-led organisation. Our core values of Ambition, Collaboration and Trust are fundamental to our approach and shape our culture. We believe establishing a strong culture is the most important ingredient for our success, so that we create an ideal environment for learning where all members of our trust community can flourish. We are also committed to providing fantastic opportunities for our young people, so that they can fulfil their aspirations now and in the future.

Our Trust and schools must be rooted in our community. Many local families have an association with our schools across many years, and even generations. Deep relationships help us to develop knowledge and understanding of the community and to form effective partnerships with other institutions. These partnerships support holistic development of young people.

Staff benefits



Bike2work
scheme



CPD
opportunities



Employee
assistance
programme



Local
discounts



Occupational
health
support



Ambition

Inspiring excellence and growth

- We set high expectations for our students, staff, and leadership.
- We challenge the status quo, encouraging innovation and creativity in education.
- We believe in potential empowering individuals to reach new heights in their learning and careers.
- We celebrate success, recognising achievements at every level.

In Action: We provide cutting-edge professional development, encourage students to dream bigger, and support schools in raising academic and personal aspirations.



Collaboration

Stronger together

- We share best practices, creating a network where knowledge flows freely.
- We support and challenge each other, working together to find solutions.
- We listen and respect diverse perspectives, ensuring every voice matters.
- We value teamwork, building relationships that foster trust and openness.

In Action: Schools under the trust work as partners, not competitors, pooling resources and expertise to deliver the best education possible.



Trust

Integrity, transparency and accountability

- We do what we say we will do, building confidence in our leadership.
- We communicate openly and honestly, ensuring transparency in decision-making.
- We hold ourselves accountable, measuring success by our impact.
- We foster a culture of psychological safety, where staff and students can thrive without fear of failure.

In Action: We ensure clear communication with parents, staff, and students, always acting with honesty, fairness, and responsibility.

Safeguarding Statement

At Apex Collaborative Trust, the welfare of children is paramount and all schools are committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment.

All staff will be expected to take responsibility to safeguard and promote the welfare of children and young people. Staff are responsible for their own actions and behaviour and should avoid any conduct which would lead any reasonable person to question their motivation and intentions. Staff should work, and be seen to work, in an open and transparent way.

Attitudes towards promoting and safeguarding the welfare of children and young people will be scrutinised during the selection process for the post you have applied for. If you are appointed to this post, information in relation to safeguarding and protecting children and young people will be provided at induction. This practical guidance for safe working practice will provide information about which behaviour constitute safe practice and which behaviours should be avoided.

All post holders are subject to an enhanced DBC check. Our policy and practice are in line with the current Department for Education's *Keeping Children Safe in Education* statutory guidance.



Role Specification

Post:	Head of Physics
Hours:	Permanent, Full Time or Part Time
Salary:	MPS/UPS plus TLR 2:2 (£5,347)
Closing Date:	Noon on Friday 17 April, interviews to be confirmed
Start Date:	September 2026

An exciting opportunity has arisen within the Science Faculty for a well-qualified, inspiring and ambitious teacher to support the Head of Science and lead Physics.

The Science department is a large, successful and well-established department with a team consisting of 18 experienced full and part-time teachers, a Science specific Teaching Assistant and two Science technicians. There are 14 fully equipped Science laboratories and three dedicated prep rooms. Students are taught Edexcel Combined Science at GCSE, with selected students sitting separate Science GCSEs. Science is popular in the Sixth Form, with a large number of students selecting to continue with A-levels in Biology, Chemistry and Physics, as well as L3 BTEC Applied Science.

We are looking to appoint someone who can lead Physics with confidence and real ambition. Someone who can continue to develop and deliver a diverse and expansive curriculum that secures rich knowledge in our students and which expands our students' passion for the subject.

Main Duties and Responsibilities

- Leading the Physics curriculum across Key Stage 3, Key Stage 4 and Key Stage 5.
- Monitoring of student progress in Physics including analysis of data; coordination of interventions; and monitoring teaching and learning across the department.
- Teaching all aspects of science at Key Stage 3 and Key Stage 4 with the ability to teach Physics to A level.
- Coordination of extracurricular events and trips to support the Physics curriculum.
- Developing and maintaining an up-to-date knowledge of the curriculum and relevant research.
- Supporting and developing other staff in the department as well as developing your own teaching practice.
- Contributing actively to the policies and aspirations of the school.

The successful candidate should be able to demonstrate:

- An ability to lead Physics across Key Stages 3, 4 and 5.
- An outstanding teaching ability and passion for the subject.
- The commitment, skills and personal qualities to lead a team and develop the practice of others.
- Proven track record of securing the best outcomes for students.
- Knowledge and understanding of the science curriculum as well as demonstrating excellent classroom practice.
- Good organisational skills and the ability to prioritise.
- Personal ambition and the capacity for hard work.

Job Description

Post:	Head of Physics
Grade:	+TLR 2:2
Contract Type:	Permanent
Working Hours:	Full Time or Part Time
Reporting To:	Head of Faculty

South Craven School is committed to safeguarding and promoting the welfare of students and young people and expects all staff and volunteers to share this commitment.

At South Craven School we are committed to a high-quality induction programme for all staff including ECTs.

This job description should be discussed, and any amendments made annually via the appraisal process.

Main Purpose of the Role

- A clear understanding and responsibility for the safeguarding of students and young people.
- To provide curriculum leadership to the designated curriculum area.
- To maintain and build upon the standards achieved in the award for QTS (secondary), Teacher Standards 2012 as set out by the Secretary of State and South Craven School Threshold Standards.
- To promote effective learning, appropriate achievement and educational, social and personal progress of all students for whom the teacher is designated as being responsible, consistent with the aims of the school and the unique needs of each individual.
- To develop and enhance your own teaching practice.
- To assist the Head of Faculty to ensure the provision of a balanced and relevant curriculum for students studying in the subject area, in accordance with the aims of the school.

- To work within the agreed policies and procedures of the school and its Governing Body.
- To work to the standards set out in the National Teachers' Standards.
- Perform tasks delegated by the appropriate Head of Faculty.
- Support the pastoral team in their work and perform tasks delegated by the appropriate Head of Year.
- Take specific responsibility and accountability for the day to day management and organisation of your TLR responsibility area.
- Have an impact on educational progress beyond your assigned students
- Line manage and appraise identified staff.
- Ensure that selected groups of students in school have the right skills and knowledge to progress towards appropriate aspirations at 16-18.

Main Responsibilities: Leadership and Management

- To take the lead within the faculty management team for the responsibility area.
- Establish and lead the strategic development of the responsibility area consistent with the agreed aims and policies of the school.
- To lead the overall development of the curriculum, schemes of work and schemes of assessment in the area in line with school policies and expectations and so that all expectations of awarding bodies are met.
- Plan and be accountable for the effective deployment of allocated resources. To secure high quality learning experiences and advise senior managers where appropriate.
- To lead, manage and support the staff team to sustain motivation and commitment to high standards of learning and care.
- To track students' progress effectively and to plan and deliver interventions where under-performance is identified.
- Be an effective role model for your team in terms of teaching, behaviour and classroom management.
- Be a proactive and effective member of the middle leadership team.

Main Responsibilities: Teaching and Learning

- To plan, prepare and teach lessons to students according to their educational needs, by providing high quality lessons that engage students.
- To develop and share a range of stimulating and relevant lessons appropriate to the needs of the students, which helps to fulfil the aims of South Craven School.

- To develop students' literacy, numeracy, ICT capability and other key skills such as those of working with others, planning their own learning and problem solving. In particular, to help students become confident and independent learners.
- To inspire in student a love for learning by acting as a role model and showing enthusiasm for the subject.
- To ensure continuity, progression and cohesiveness in all teaching.
- To use a variety of methods and approaches to match curricular objectives with the range of individual student needs, and ensure equal opportunity for all students.
- To set home learning work regularly (in accordance with the school homework policy), to consolidate and extend learning and to encourage students to take responsibility for their own learning.
- To set high standards and expectations for all students, to enhance their knowledge and understanding and to maximise their achievements.
- To use positive management of behaviour in an environment of mutual respect, which allows students to feel safe and secure in order to promote their own self-esteem.
- To engage in development and training offered or organised by South Craven School including participating in performance reviews and appraisal arrangements.
- To keep up to date with developments in teaching methods and to constantly seek to improve their quality of teaching.
- To liaise with the Head of Faculty in all matters concerning student achievement and to monitor and actively follow up students' progress.
- Provide information, advice and guidance to students at key points throughout their school life.

Monitoring, Assessment, Recording, Reporting and Accountability

- Together with the Head of Faculty, contribute to, monitor and review the impact of teaching and student progress through the analysis of data, ensuring the use of information for planning and target setting across your TLR area.
- Monitor standards including recorded work as relevant to your TLR area across the school including reviewing long and medium-term planning
- To be immediately responsible for the processes of identification, assessment, recording and reporting for the students in their charge.
- To be familiar and comply with school and statutory assessment and reporting procedures; to prepare and present informative, helpful and accurate reports to parents; to attend parent consultations evenings.

Professional Standards and Development

- To adhere to all matters concerning health and safety and the School's Code of Conduct.
- To have a clear understanding of all the school's policies and procedures.
- Implement school policy with regards to registration, student absence, uniform and enforce rules relating to behaviour and health and safety.
- To strive for personal and professional development through active involvement in the School's Performance Management Appraisal procedures.
- Willingness to be involved in extra-curricular activities such as contributing to after-school clubs and visits.
- To maintain a working knowledge and understanding of teachers' professional duties as set out in the current School Teachers' Pay and Conditions document and teachers' legal liabilities and responsibilities relating to all current legislation, including the role of the education service in protecting children.
- To undertake any reasonable task as directed by the Faculty Leader.
- To be aware of the role of the Governing Body of the School and to support it in performing its duties.
- Every subject teacher will be expected to have pastoral responsibilities.

Staff Development

- Act as a reviewer with the arrangements for the appraisal of all identified staff.
- Take a lead role in identifying group and/or individual training needs and provide support for colleagues within your area of responsibility promoting a whole school approach.
- Act as a role model, mentor or consultant to colleagues as appropriate and encourage collaboration, co-operation and teamwork.
- Ensure you keep up to date with current developments in your TLR area and disseminate information as appropriate.
- Provide subject specific CPD in line with your TLR.

Community

- Contribute to supporting the Head of Faculty in maintaining the school's values and ethos. To provide support to ensure that this happens in the subject area and across the school when on duty.

General

- To act as a professional and positive ambassador for South Craven School in order to support the school's values and aims.
- To actively promote the School's Equal Opportunities, Health and Safety, Data protection policies and to ensure that the School operates effectively, fairly and in line with legislative requirements at all times.

South Craven School reserve the right to amend this document as necessary, after consultation with the individual concerned in order to reflect changes in organisational requirements and to ensure that the future goals of the school are successfully achieved.

Please also note that it is the individual's responsibility to make sure that their job description is accurate and up to date.

South Craven School is committed to developing the skills of its people. If you have any query about you own personal development, please speak to your line manager.

This job description should be discussed and any amendments made annually via the Bluesky System as part of the appraisal process.

Person Specification

Essential	Desirable	How Identified
<ul style="list-style-type: none"> A clear understanding and responsibility for the safeguarding of students. 		<ul style="list-style-type: none"> Application Interview
<ul style="list-style-type: none"> Science graduate with qualified teacher status. 	<ul style="list-style-type: none"> Evidence of up to date and relevant pedagogical CPD. 	<ul style="list-style-type: none"> Application
<ul style="list-style-type: none"> Ability to successfully teach all aspects of Science at Key Stages 3 and 4, including A level Physics. 		<ul style="list-style-type: none"> Application Interview Lesson observation
<ul style="list-style-type: none"> Ability to use ICT and tablet technology to enhance teaching and learning in Science. 		<ul style="list-style-type: none"> Application Interview
<ul style="list-style-type: none"> Outstanding teaching ability; ability to motivate students and to sustain a good learning environment. 	<ul style="list-style-type: none"> Track record of successful teaching with positive outcomes at GCSE and A level. 	<ul style="list-style-type: none"> Application Lesson observation References Interview
<ul style="list-style-type: none"> Ability to offer extracurricular activities. 	<ul style="list-style-type: none"> Experience of running extracurricular activities. 	<ul style="list-style-type: none"> Application References Interview
<ul style="list-style-type: none"> Knowledge and understanding of the Science curriculum, and assessment, reporting and recording processes. 	<ul style="list-style-type: none"> Fully aware of current curriculum developments in Science. 	<ul style="list-style-type: none"> Application Interview
<ul style="list-style-type: none"> Personal ambition and the capacity for hard work. 		<ul style="list-style-type: none"> Application Interview

Essential	Desirable	How Identified
<ul style="list-style-type: none"> • Effective organisational and communication skills, and the ability to lead a team with energy, enthusiasm and imagination. 	<ul style="list-style-type: none"> • Evidence of relevant leadership CPD. 	<ul style="list-style-type: none"> • Application • References • Interview
<ul style="list-style-type: none"> • A commitment to the pastoral development of students. 	<ul style="list-style-type: none"> • Experience of being a form tutor. 	<ul style="list-style-type: none"> • Application • References • Interview

How to Apply

If you wish to know more about this vacancy, please contact Martyn Hill (Headteacher).

Martyn Hill

- 01535 632 861
- M.Hill@southcraven.org

To apply for this vacancy, please submit your application via MyNewTerm:
mynewterm.com.

The closing date for applications is noon on Friday 17 April, interviews to be confirmed.

This post is subject to satisfactory reference and enhanced Disclosure and Barring Service criminal records check for work with children.

An online search may be undertaken for shortlisted candidates as part of the recruitment process on information available in the public domain.

Candidates should disclose anything that may be relevant in line with Keeping Children Safe in Education.



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