



Redborne Upper School

RECRUITMENT PACK
KS5 COORDINATOR FOR CHEMISTRY
SEPTEMBER 2026



HEADTEACHER'S WELCOME

Thank you for your interest in Redborne Upper School and Community College.

Redborne is a vibrant and ambitious age 13-18 upper school, including a thriving sixth form of around 400 students, located in the heart of Ampthill, Bedfordshire. As a large academy with over 1,600 students on roll, we are proud to serve our community by providing high-quality education that combines strong academic achievement with outstanding personal development.



Our school is built on values of inclusion, respect and aspiration. We aim to foster a learning environment where all students feel supported to reach their full potential, both in and beyond the classroom. As a designated training school, we are deeply committed to the development of teaching and learning. This not only benefits our students, but also creates a culture of continuous professional growth for our staff.

Redborne is a unique place to work, not least because of our on-site working farm, which enriches the curriculum and offers students the chance to gain practical qualifications in agriculture. It reflects our wider belief that education should be broad, balanced, and rooted in real-life experiences.

In our most recent Ofsted inspection (July 2024), Redborne was judged to be a 'Good' school. We are proud of this outcome and remain focused on further developing the quality of our provision, especially in pursuit of excellence for every student.

If you share our commitment to high standards, professional development, and inclusive education, we would be delighted to receive your application.

Olly Button

Headteacher

OUR VISION

Our Vision

At Redborne, we are committed to becoming one of the best schools in the country. In order to help us achieve this goal, we will:

- Have outstanding behaviour based upon positive relationships.
- Ensure that all our students enjoy learning from teachers who love teaching.
- Ensure that everyone achieves their full potential.

Staff and students work together towards realising our vision, by linking everything we do to one of our three core values, 'Aspiration', 'Responsibility', and 'Respect'. Every aspect of a student's Redborne experience is aimed at promoting these:

Aspiration

For everyone to achieve.
For everyone to participate.
For everyone to be the best they can be.
For everyone's future.

Responsibility

For our behaviour / actions.
For our commitment to learning.
In our (wider) community.

Respect

For and between everyone.
For others' views / beliefs.
For the school building and environment.

OFSTED SAYS

"Pupils behave well around the school and during lessons. They are polite and courteous to adults. There are positive relationships between staff and pupils."



OUR CAMPUS

Redborne, a 13-18 Upper School since the early 1970s, is ideally placed to provide community education in the area. Redborne serves Ampthill, Flitwick, Maulden and other neighbouring villages.

The school is spread over 40 acres of attractive grounds, with a wide variety of trees, shrubs, flower beds and rock gardens. There are rugby, football, rounders and cricket pitches, netball and tennis courts, as well as an athletics track in the summer.

In addition, there is a floodlit all-weather sports area with an adjoining pavilion, as well as a recently refurbished floodlit 3G football pitch. The school also has its own farm, used to deliver both livestock and horticulture courses - an invaluable learning resource for students.

We cannot describe all aspects of such a large and active school and we therefore offer an invitation for parents and prospective students to visit us and find out more. Please contact us for an appointment:

Telephone: (01525) 404462

Website: www.redborne.com

Email: admin@redborne.com



KS5 COORDINATOR FOR CHEMISTRY

- Start Date: 1st January 2027
- Contract: Full-time / Permanent – part time will be considered
- Salary: MPS / UPS depending on experience + TLR2A (£3,526.00)

Are you passionate about inspiring the next generation of Chemists and Scientists? Do you possess a deep understanding and enthusiasm for the subject? Join us at Redborne Upper School where we are excited to welcome a dedicated and passionate Science teacher to join our team and Lead Chemistry at KS5.

The successful candidate will have the ability to embrace the ethos of the school and have a strong commitment to raising achievement and standards. The candidate will need to have an informed and creative approach to the curriculum delivery and the use of new technologies to support learning in the full range of GCSE and A Level courses.

We have a large Science department including technicians and an attached curriculum support assistant. The curriculum is well-established and underpinned by our shared pedagogical approaches and consistent assessment goals. We strive continually to develop our curriculum to meet the needs of all learners.

The successful candidate will have a deep love for science coupled with the pedagogical skill to ensure an outstanding provision and sustained progress for all.

About the Role

Excellence in Teaching: Model and ensure the delivery of high-quality, engaging lessons that challenge and support all students.

Pastoral and Academic Oversight: Track student progress diligently, implementing effective intervention strategies to maximise attainment. Contribute to a culture of high standard assessment and feedback.

Who We're Looking For

We welcome applications from those who have:

- A relevant degree and Qualified Teacher Status (QTS), or who are currently training and expect to achieve QTS this academic year.
- Experience in teaching Science at GCSE and A Level standard.
- A team player who is motivated, resilient and flexible.



- A passion for Science and an understanding of requirements of the National Curriculum with a commitment to enabling students to reach their potential.
- Exceptional organisational, and communication skills.
- Ambition and a clear vision for the growth and success of the subject.

What We Offer

- A welcoming, supportive and inspiring team environment
- Outstanding professional development opportunities
- The opportunity to be part of a school community that values every member of staff

Visits to the school are welcome, please contact Eva Hobson
eva.hobson@redborne.com 01525 404462

Apply now and take the next step in your education career journey!

Closing Date: Sunday 20th September 2026
We reserve the right to close the application process early.
Interview Date: TBA



JOB DESCRIPTION

Job title: KS5 Coordinator for Chemistry
Responsible to: Headteacher
Line manager: Head of Science Faculty

Subject Leader - Main Duties and Responsibilities:

1. To formulate departmental aims within the framework both of the aims of the faculty and the aims and curriculum policy of the school.
2. To produce an annual Development Plan in the Spring Term, following audit.
3. To provide detailed plans and priorities for the department for the following academic year.
4. To develop regularly up-dated syllabuses and schemes of work, appropriate to the needs of students, which seek to fulfil the aims of the department, the faculty and the school.
5. To encourage within the department a variety of good teaching methods.
6. To ensure the maintenance of good standards of scholarship and learning.
7. To keep abreast of developments in the subject and ensure that staff in the department are similarly informed.
8. To produce a programme of study skills suitable for the subject and in line with whole school approaches.
9. To produce a policy on homework in line with school policies: ensuring that homework is properly set and completed.
10. To develop a departmental policy on marking and assessment in line with whole school policies.
11. To seek to provide appropriate teaching and learning conditions for those students having special needs.
12. To promote educational visits and extra-curricular activities associated with the subject.
13. To acquire up-to-date information of Further and Higher Education and Careers associated with the subject.
14. To liaise with staff in Middle Schools who teach the subject.
15. To liaise with Adult Education and the Youth service where this would be appropriate.
16. To liaise with the timetablers and the Head of Faculty in the allocation of staff to classes and room allocations.
17. To liaise with the Subject Adviser and colleagues in other schools.
18. To supervise the work of teaching and non-teaching staff within the subject area.



19. To convene and chair regular departmental meetings and ensure the minutes of these meetings are given to Head of Faculty.
20. To seek to create positive attitudes and a sense of team work.
21. To advise the Head of Faculty and Senior staff on the staffing needs of the department.
22. To ensure that the Head of Faculty and Senior staff are aware of issues within the department.
23. To participate in the appointment and induction of new staff.
24. To identify INSET needs and ensuring that these are known by the Head of Faculty and Senior Staff.
25. To set appropriate work in the absence of colleagues in the department.
26. To discuss with other colleagues, prepare and publish student groups in line with school policy.
27. To effect changes when necessary and publicise.
28. To be responsible for the discipline of students when taught within the subject area.
29. To achieve common standards of behaviour and discipline in line with school policies.
30. To be responsible for the organisation and good order of subject rooms and the care of furniture and fittings.
31. To cultivate an attractive working environment.
32. To maintain accurate stock records.
33. To produce annual estimates of resource needs (stationery, books, materials, equipment etc.)
34. To order within the limits of the resources provided.
35. To ensure the care of stock (e.g. ensuring textbooks are properly labelled, numbered and kept in good condition).
36. To advise on the purchase of books by the library.
37. To keep accurate records of student performance within the department.
38. To ensure student reports and profiling are properly and informatively completed and that deadlines are kept.
39. To be responsible for internal and external examinations concerning the subject, ensuring that papers are set according to schedule and that marking schemes are coordinated, deciding and checking entries according to school policy, arranging for the use of specialist rooms in some cases and analysing and evaluating results.
40. To regularly monitor the work of the department.
41. To carry out an annual evaluation of the work of the department as part of the School Audit in the Autumn term.
42. To contribute to school occasions and publications as required.



Subject Teacher - Main Duties and Responsibilities:

1. To plan and prepare courses and lessons.
2. To teach, according to their educational needs, those students assigned to the teacher.
3. To set and mark homework.
4. To assess, record and report (including oral and written assessments, reports and references) on the development, progress and attainment of students, in each case having regard to the curriculum of the school.
5. To communicate and consult with the parents/guardians of students.
6. To communicate and cooperate with persons or bodies outside the school.
7. To participate in meetings arranged for any of the purposes described above.
8. To review from time-to-time teaching methods and programmes of work.
9. To participate in arrangements for further training and professional development.
10. To advise and cooperate with other colleagues (individually or in groups) on the preparation and development of schemes of work and materials for teaching and/or assessment.
11. To ensure good behaviour amongst students and safeguard their health and safety both when they are authorised to be on school premises and when engaged in authorised school activities elsewhere.
12. To participate in meetings at the school relating to the curriculum or the administration or organisation of the school.
13. In emergencies and exceptional circumstances cover for colleagues absent through illness or through participating in staff development activities or educational visits.
14. To participate in arrangements for preparing students for public examination; recording and reporting relevant assessments; participating in arrangements for student presentations and supervision during internal and external examinations.
15. To assist, where appropriate, in the induction of students and newly qualified teachers.
16. To participate, as required, in the review, development and management of activities relating to the functions of the school.
17. To register the attendance of students in class.
18. To supervise students as a member of one of the duty teams identified each term.

Form Tutor - Main Duties and Responsibilities (Line Manager – Head of Year):

- Get to know the students in your tutor group and foster positive working relationships in order to help guide them to success.



- Assist the year team with the pastoral care of the students in your group.
- Promote positive attitudes to school and the wider community through effective delivery of a tutorial programme.
- Support and encourage the learning of all students in your group.
- Promote the ethos of the school.
- Take the register once a day during morning registration.
- Assist the year team in promoting good attendance and punctuality and check uniform compliance regularly, taking action in line with the uniform protocol
- Attend tutor meetings when required.
- Attend parents' evenings when required.
- Contribute a pastoral comment to the reports of your students.
- Liaise with parents /carers and be the first port of call for parental enquiries.
- Facilitate and assist students in achieving the Redborne Award.
- Contribute to the cleanliness of the school by carrying out a litter pick with your group as the rota demands.

OTHER DUTIES AND RESPONSIBILITIES

1. To comply with Redborne's commitment to safeguarding and promoting the welfare of children and young people.
2. To maintain confidentiality at all times in respect of school-related matters and to prevent disclosure of confidential and sensitive information.
3. The post holder must at all times carry out his/her job responsibilities with due regard to Equal Opportunities'.
4. To undertake any other duties of a similar level and responsibility as may be required.



PERSON SPECIFICATION

ESSENTIAL	DESIRABLE
Education & Qualifications	
Qualified teacher status A relevant honours degree	
Experience	
Experience of teaching Science at GCSE and/or A Level across age and ability levels appropriate to a 13-18 Upper School, whether as a qualified teacher or in training.	Experience of leading a team and/or holding a post of responsibility.
Skills/Knowledge/Aptitudes	
Ability to teach Science KS3 and KS4 and Chemistry at KS5. Ability to use ICT as an integral part of teaching Science. Ability to operate effectively as part of a team and to offer a vision for the development of that team. Able to communicate effectively at all levels. Knowledge of current curriculum developments and assessment procedures. Knowledge of different teaching strategies / initiatives. Knowledge of National Curriculum Development at KS5. Willingness to be involved in extra-curricular activities.	Ability to teach other subjects
Motivation	
Commitment to the teaching of Science to all levels. Interest in personal and professional development. Willingness to work to further develop the team.	Willingness to be involved in and develop curriculum initiatives.



Enthusiasm for the subject. Able to work on own initiative. Able to suggest strategies to motivate others. Capable of improving / developing a learning environment.	
Equal Opportunities	
A commitment to equality of principles and practices	

All offers of employment are "conditional" until Disclosure and Barring and qualification checks have been successfully completed and satisfactory references have been received. Redborne is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.



STAFF WELLBEING CHARTER



Comprehensive new staff induction programme throughout your first year, plus a mentor for all new teaching staff and dedicated meeting time.



Mini-half term (long weekend) during the autumn term, calendar permitting.



Enhanced PPA time for all teaching staff and a generous timetable allowance for form tutors to effectively carry out their pastoral role.



Virtual parent consultation evenings with a flexible finish (8 pm latest).



Complimentary tea, coffee and milk in all staffrooms.



Complimentary Christmas lunch and summer BBQ for all staff.



Well published deadlines and annual calendar consultation.



Maximum of three data collection points per year (per year group)



Reports are produced in a timely manner so they reflect current progress with no lengthy written comments.



Staff Wellbeing Committee for both teaching and support staff.



Commitment to exemplary student behaviour and punctuality, including centralised behaviour systems.



Innovative approach to staffing and timetabling, to meet the bespoke needs of colleagues who work part time.



Clear protocol for emails and a communication policy which protects time outside school.



Dedicated and trained Curriculum Support Assistants in all faculties who provide cover for absent colleagues.



An attractive school environment; open green spaces, commitment to reducing litter and our wonderful school farm.



Plentiful free on-site parking, including electric charging points.



Staff social sessions in the calendar each term plus regular sporting sessions on site. On site fitness suite with free use for all staff.



Opportunities for career development are always considered. Comprehensive leadership training programme.



Regular twilight CPD sessions and a range of professional learning opportunities



After school meetings that average a maximum of one per week for classroom teachers, scheduled to finish by 4.30pm.



Staff Wellbeing and Workload Coordinator guides and develops policies.



Wellbeing services provided including professional supervision and a culture of wellbeing support for all colleagues.



SLT Open Door Policy, including urgent communication outside school hours when required.



Staff professional and personal achievements celebrated.



Developmental approach to lesson observations and professional performance reviews.



Buffet provided for all staff before open evenings.