

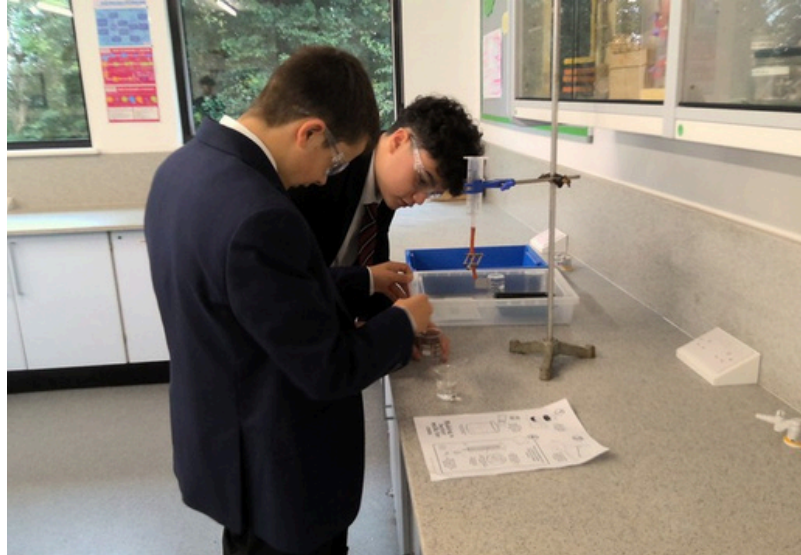
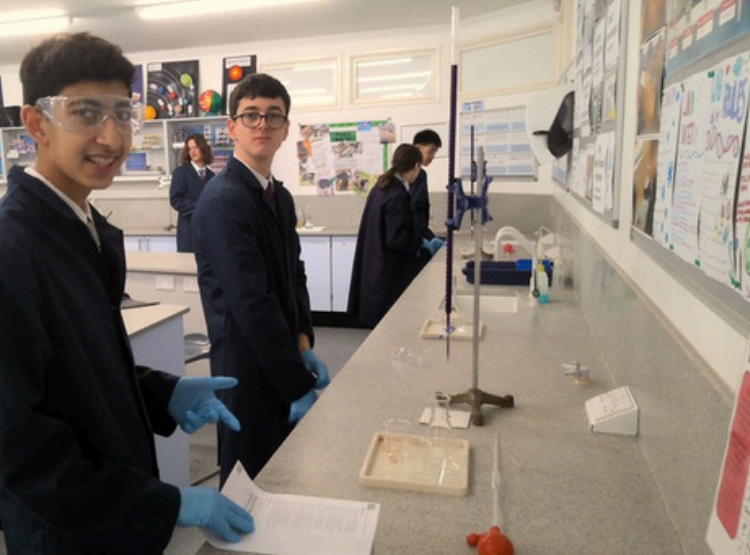


*Where young  
people are*  
**known,  
valued &  
treasured**

# Teacher of Science

## Application Pack

Co-educational Independent Catholic Day School for ages 4-18 in St Albans



## Welcome to St Columba's College

St Columba's College is located 25 miles from Central London in the cathedral city of St Albans in Hertfordshire. The College is a thriving 4-18 independent co-educational day school, comprising a Prep School of approximately 200 pupils and a Senior School of 600 students, of whom 160 are in the Sixth Form.

St Columba's is an academic and aspirational school devoted to academic excellence and the holistic development of each individual child. It was established in 1955 by the Brothers of the Sacred Heart and is a Roman Catholic foundation based on the educational philosophy developed by its founder, Father André Coindre: to ensure a provision of education rooted in religious values, structured through friendly discipline, nurtured by personal attention, and committed to academic excellence. We are an integral part of a dynamic group of 12 schools located primarily across the United States.

### Teacher of Science

We are delighted to be able to offer this opportunity to join a leading department in the senior school where Sciences are a popular choice at A-level. The post is open to a Graduate looking to take their first steps into teaching, an ECT or an experienced teacher seeking a new challenge to broaden their experience. The essential criteria is an individual who is engaging, enthusiastic and inspiring.

### Department Overview

The vision of the Science department at St. Columba's College is to develop students understanding and love of science while supporting the College mission. We strive to help students achieve their very best through dynamic teaching and a positive learning environment. As a result, we are a leading department within the College, and the Sciences are a popular choice for students at A-level. Our results have consistently improved over recent years; the percentage of grade 9 - 7 achieved in Combined Science is well above the national average at 50.7%. In both GCSE Biology and Chemistry in 2025 we achieved 88.2% at grades 9-7, while Physics was 76.5%. For all three Sciences, 100% of our students achieved grades 9-4. In 2025 we also achieved 66.7% A\*-A grades in A-Level Biology, and 50% A\*-A grades in both A-Level Physics and A-level Chemistry.



### Department Organisation

The Science department is a thriving, innovative and successful team led by the Head of Science, who is assisted by the Heads of Biology, Chemistry and Physics, six further subject specialist teachers and a skilled team of five technicians. The department is highly motivated and is a driving force in implementing initiatives across the College. There is a wealth of experience from curriculum development, pastoral support, exam board examiners and mentoring of trainee teachers and ECTs. Members of the department share their expertise with local schools, with which there are strong contacts and a supportive network.

### Curriculum Overview

All students have access to 1:1 devices- specifically a Microsoft SurfacePro provided by the school - to underpin teaching and learning.

#### Year 7 & 8 (Forms 1 & 2)

The schemes of work follow the AQA KS3 course, with a strong emphasis on practical skills and investigations. Students are taught in 3 x 50-minute lessons per week in mixed ability groups with one teacher (3 lessons per week in total).

#### Year 9, 10 & 11 (Forms 3, 4 & 5)

The Sciences are taught as separate subjects by subject specialists in 6 x 50-minute lessons, 2 per week for each Science subject. All students in Years 9 and 10 follow the AQA Combined Sciences (Trilogy) pathway. In Year 11, some students switch to the AQA Separate Science route. Results in GCSE Sciences are among the best in the College.

There is a stimulating programme of learning outside the classroom, with trips to the Centre of the cell in London and a field trip to Epping Forest, while a forensics workshop is run in school. Students are encouraged to take part in competitions and achievements of gold and silver medals in Olympiads/Challenges is common every year.





### Advanced Level Sciences

At Advanced level students choose from Biology, Chemistry and Physics courses. All three departments follow the OCR A course. There are two sets for Year 12 in Biology and Physics and one set in Chemistry. There is one set for Year 13 in all three sciences. The composition of sets is determined by choices of subjects, not by ability, and the teaching of each set is shared by two teachers. The sixth form has a varied programme of extra- curricular activities, including the Arkwright Scholarship and field trips. We also have a very successful track record of students going on to university, including Oxbridge, to read various Science and Engineering degrees as well as Medicine and Veterinary Science.

### Facilities & Accommodation

There are state of the art facilities in six laboratories, all of which are bright and engaging spaces, a prep room from which laboratory technicians expertly support the staff in delivery of lessons. Each laboratory is well resourced with a range of general Science equipment and access to more specialised equipment is provided by the technician team. There are wonderful art works and displays in the main corridors.

A Science staff room provides for individual working areas but also a place where ideas and strategies can be discussed and shared on a daily basis. A separate office exists for the Head of Science. All Science staff are allocated a workstation which is equipped with a monitor, shelving and an undercounter filing cabinet.

All preparation for practical work is carried out by highly qualified, knowledgeable, and efficient, highly motivated team technicians who operate from a fully resourced large facility central to the laboratories.

Refreshment needs are catered for in a suitably equipped kitchen area, where staff can make tea and coffee, along with a small fridge to store milk and soft drinks. The College provides free tea and coffee, as well as milk, sugar, biscuits and fruit. A photocopier (shared with the DT department) is available for staff use.



**Job Title:** Teacher of Science

**Responsible to:**

The Headmaster and Senior Leadership Team through the Head of Science.

**Frequent contact with:**

Head of Science, Heads of Department for Biology, Chemistry and Physics and laboratory technicians.

**Overall Purpose**

To provide high quality teaching and standards of learning and achievement for all students, in support of the Head of Science and Senior Leadership Team. To contribute by example to the spiritual and moral growth of the whole college community.

**Key Accountabilities**

- Raising standards of student attainment and achievement within their teaching groups by monitoring and supporting students' progress.
- Contributing to a broad, balanced, and challenging curriculum which provides students with the requisite knowledge and skills, and also promotes independent learning.
- Contributing to appropriate schemes of work and lesson planning, including related assessment processes as directed by the Head of Department.
- Supporting a collegiate approach so that staff work as an effective team, including sharing good practice.
- Ensuring that lessons are planned to ensure all students make progress, schemes of work are followed and appropriate homework set, and that marking and assessment for learning takes place and reflects subject area policy;
- Responsibly deploying available resources, which support effective learning and teaching in consultation with colleagues in subject area.
- Taking responsibility for own appropriate professional development.
- Ensuring organisational and administrative tasks, both within the subject area and in support of SCC policy, are completed promptly and efficiently.
- Refining and further developing links between the Prep and Senior schools as directed by the Head of department, Assistant Head-Learning & Teaching and Director of Studies.



### Specific Responsibilities

- To ensure the smooth day-to-day running of all teaching groups.
- To establish practices that support good classroom and behaviour management.
- To develop appropriate and challenge learning and teaching practice through effective lesson-planning and use of available resources in line with policies and procedures of subject area.
- To complete appropriate monitoring and tracking procedures within subject area and use to inform planning.
- To monitor student data and progress and ensure that appropriate intervention strategies for teaching groups/individuals are implemented; and that due recognition and reward of student achievement is celebrated through merits, subject awards and Headmaster's Distinctions.
- To liaise with key staff (e.g. SENDCo and nurse team) to support needs of individuals;
- To write student subject reports for teaching groups.
- To be responsible for the marking of internal examinations so that moderation and standardisation of results can be completed.
- To be responsible for the processing and completion of core practical work (GCSE and A Level) so that moderation can be completed and external deadlines for exam boards met.
- To ensure through collective responsibility that an environment conducive to effective learning and teaching is established and maintained in laboratories and teaching rooms, including appropriate and up to date displays.
- To set appropriate work for classes when absent and follow procedures outlined in the cover policy.
- To ensure that prompt and appropriate communication with parents is carried out and meetings held when necessary and that action points and strategies are recorded and fed back to other staff as appropriate.
- To complete performance review.
- To keep up to date with national developments in the subject area and KS3 Science together with teaching practice and methodology;
- To contribute to an annual Departmental Improvement Plan (DIP).
- To attend and contribute to department meetings to develop the skills and teamwork of colleagues, ensuring sharing of good practice.
- To contribute to the creation and updating of the subject area and KS3 resources online.
- To contribute to subject-related wider learning opportunities offered within the Science Department.
- To undertake routine administrative tasks as requested by the Head of Department and SLT.
- To undertake duties and cover for absent colleagues as directed.
- To undertake other key tasks that may be reasonably be asked by the Head of Department and Headmaster.





### Generic Responsibilities

- Responsibilities carried by all teachers in the College comply with the teachers' contract of employment and Teachers' Standards.
- Undertake responsibility for a tutor group to include the delivery of the pastoral programme and all other related duties required of this position as defined in the handbook.
- Resource elements of the pastoral programme as may be requested.
- Play a full part in the life of the College community to support its distinctive mission and ethos and to encourage staff and students to follow this example.
- Working with the Assistant Head, contribute to co-curricular activities.
- Attend whole school events such as Open Days, Prize Day, Carol Service, the Columban Fayre and other such events as deemed appropriate by the Headmaster.

### Person Specification

#### 1. Knowledge and Experience

- A science degree is essential.
- Knowledge and understanding of Biology, Chemistry or Physics and the teaching practices and methodology of the subject across Key Stages 4-5 and general science (Biology, Chemistry and Physics) across Key Stage 3;
- Evidence of an active contribution to the development of the subject across all age groups (sharing good practice, supporting the team).
- Evidence of commitment to personal CPD.

#### 2. Skills and abilities

The ability and commitment to:

- Be an effective practitioner within the subject area;
- Inspire, challenge and support students within teaching groups;
- Model the values and expectations of the College;
- Understand and demonstrate the principles and practices of effective learning and teaching;
- Review and plan your own CPD.
- Work as a reflective practitioner;
- Instil a love of learning in their students;
- Develop a secure and empathetic environment in which each student can learn and make progress.
- Have a sense of humour and the ability to remain calm under pressure.

### Safeguarding Children

The appointee's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he comes into contact will be to adhere to and ensure compliance with the School's Child Protection Policy at all times and to attend relevant safeguarding update training including off job and on-line courses. If in the course of carrying out the duties of the post the appointee becomes aware of any actual or potential risk to the safety or welfare of children in the School s/he must report any concerns to the Designated Safeguarding Lead and record on CPOMS.

### Remuneration and Benefits

- St Columba's College operates its own salary scales.
- The College offers a fee remission for children of permanent members of staff educated at SCC (pro rata for part-time staff).
- Membership of APTIS a Defined Contribution Pension Scheme.
- 17 weeks of annual leave to include an October two week break.
- Complimentary lunch / tea / coffee / fruit / biscuits.
- Eye care vouchers.
- Free annual flu vaccination.
- Cycle to Work and Tech Schemes.
- Access to use of a confidential 24-hour counselling help line
- Use of the College Fitness Suite.
- Free car parking on site.
- Support with Continuing Professional Development.
- All staff have use of a Microsoft Surface Pro for school use.

It should be noted that a job description is not an exhaustive list of activities, and employees may be asked to carry out other duties commensurate with the responsibility and seniority of the post. The job description may also be amended to take account of a change of circumstances, and employees will be consulted if this is necessary.

### Work with us

St Columba's is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. Applicants will be required to undergo child protection screening appropriate to the post, including reference checks with past employers and the Disclosure and Barring Service.

If you wish to discuss this vacancy further, please contact Jackie Metcalfe, Head of HR, at [metcalfe.j@stcolumbascollege.org](mailto:metcalfe.j@stcolumbascollege.org) or on 01727 892095. To apply for this position, visit our website [stcolumbascollege.org](http://stcolumbascollege.org)

### Application Process

**Closing date: 10 am on Wednesday 25th February 2026.**

Interviews will be conducted on 4th/5<sup>th</sup> March. Early applications are encouraged as we reserve the right to call suitable candidates to interview and to appoint prior to the closing date.





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St Columba's College is a Catholic Foundation of the Brothers of the Sacred Heart (US Province)