**Science teacher**

**Job Description**

**Responsible to:** Science Subject Leader

**Main Purpose of the Job**

* To support a positive Catholic ethos, which recognises the dignity of the individual and is reflected in the day to day life of the school
* To contribute to raising standards of student achievement in by teaching a timetable of lessons and supporting the subject leader in the achievement of whole school and department goals as stated in the Science department’s development plan
* To assist the Science Subject Leader in promoting the highest possible teaching and learning for all pupils in the teaching of mathematics and computing
* To work in accordance with the directions laid out in the School Teachers’ Pay and Conditions document
* To satisfy the Department of Education’s Teaching standards

**Responsibilities**

1. **General Teaching**
   1. To be able to teach Science at KS3, KS4 and Biology at Key Stage 55
   2. To have high expectations of all students based on relevant data
   3. To teach using a variety of delivery methods which will stimulate learning, meeting the demands of the curriculum & the needs of the students
   4. To assess, record & report on the attainment, attendance & progress of students keeping such records as are required
   5. To provide or contribute to oral and written assessments, reports & references relating to individual or groups of students
   6. To prepare & update subject materials, including schemes of work
   7. To maintain discipline in accordance with the school’s procedures and encourage good practice with regard to punctuality, behaviour & standards of work
   8. To assess students’ work in line with school policies & procedures referring to student performance targets and take appropriate courses of action
   9. To ensurethat student progress is communicated effectively to students and parents.
   10. To produce interim and annual reports for all students taught in line with the school’s assessment and reporting policy
   11. To support the Subject Leader in carrying out performance management reviews under the direction of the Head teacher
   12. To monitor, evaluate and report on overall standards of effective teaching and learning, including good classroom management practice and homework, through regular observation of teachers’ lessons and scrutiny of pupils’ work
   13. To support the Subject Leader in ensuring public examination entries are accurate.
2. **Curriculum Provision & Development**
   1. To assist the subject leader in the development of appropriate syllabuses, resources, schemes of work & teaching strategies
   2. To contribute to the development & implementation of the subject’s strategic development plan
   3. To attend & contribute to subject meetings
   4. To contribute to the organisation and running of department extra-curricular activities
   5. To contribute to a ‘safe’ department by ensuring that you present a safe and tidy teaching environment to students
   6. To ensure that all necessary Health and Safety checks, risk assessment requirements etc. are carried out in accordance with school policy, legal requirements etc.
3. **Pastoral** 
   1. To be a form tutor to an assigned group of students
   2. To liaise with the Year Learning Co-ordinators in implementing the school’s policies
   3. To register students and accompany them to assemblies
   4. To enable, encourage & support a form’s participation in the Student Council
   5. To monitor student planners to ensure that homework is recorded as appropriate
   6. To notify the designated Child Protection Officer immediately about any concerns relating to a student
   7. To report to the Year Learning Co-ordinators problems experienced by students and how these may be resolved
   8. To evaluate, monitor and report on the progress of each student
   9. To communicate with parents & outside agencies as appropriate
   10. To teach the PHSCE programmes appropriate to a year group
   11. To attend form tutor meetings as arranged by the Year Learning Co-ordinators
4. **General Responsibilities**
   1. To participate in the school’s staff development (CPD) programme
   2. To continue personal development in relevant areas especially subject knowledge & teaching methods
   3. To engage actively with the school’s performance management programme
   4. Where appropriate, ensure the effective deployment of classroom support
   5. To work as a member of a team, positively contributing to effective working relations within the school
   6. To communicate, where necessary with parents and external agencies, following school policies
   7. To attend Open Evenings, Parents’ Evenings and other whole-school events
   8. To attend Monday morning staff briefings
   9. To report to the school’s Fire, Health & Safety Officer Fire, Health & Safety issues undertaking risk assessments where necessary
   10. To undertake break duties as detailed in the staff Duty Rota
   11. To undertake any other duties as the Head teacher or Senior Leadership may reasonably require
   12. To adhere to the expectations laid out in the Staff Code of Conduct

**Person Specification**

The person appointed to this post must be able to demonstrate:

* An ability and willingness to support the Catholic ethos of the School
* Good communication skills, both oral and written
* A high level of ICT literacy
* Qualifications to degree level and relevant teaching qualifications
* An excellent record of punctuality and attendance
* Willingness to take First Aid Training
* Experience of child safeguarding issues and successful use of measures that promote and ensure the safeguarding of young people
* Knowledge of current statutory responsibilities in relation to working for the protection of young people
* An understanding of the Data Protection Act (GDPR) 2018 and its application in a school setting

**Signed by:**

Post holder: Line Manager:

Date: Date: