

**HUTTON CHURCH OF ENGLAND GRAMMAR SCHOOL
JOB DESCRIPTION**

Post: Teacher of Science – Biology (Maternity Cover)

Salary Range: Main/Upper Pay Scale

Responsible to: Subject Leader / Head Teacher

Mission Statement

“Our School is a caring Christian community. Within this environment we aim to develop individuals of character who can achieve their full potential; can think for themselves; will want to continue learning; and will become responsible members of society.”

About the School

Hutton Church of England Grammar School is a popular, Voluntary Aided comprehensive school situated near Preston. The school admits boys only in Year 7 and there are 736 on roll in Years 7-11. Both boys and girls are admitted to the Sixth Form where there are 139 students on roll. The school has an excellent reputation and is over-subscribed in most year groups. The school was judged to be Outstanding at the last SIAMS inspection in February 2018 and Good by Ofsted in May 2017.

Further details about the school can be found on our website www.huttongrammar.org

About the Department

The Science Department is made up of 8 full time and 3 part-time staff, including a Subject leader for Science and Chemistry and subject leaders of Biology and Physics.

We are a well-resourced department, with 8 full furnished science laboratories and 1 science classroom. We are supported by 2 technicians and a specialist Science teaching assistant.

Science is taught to KS5 in Chemistry, Physics and Biology with teachers teaching within their subject specialisms in the majority of cases. At GCSE and A Level we follow the AQA specification with a large percentage of students being given the opportunity to study Separate Science at KS4. Many of our students chose to continue their studies to A Level standard at Hutton and we are well equipped to meet the demands of the new required practical tasks.

We have a history of strong performance at both GCSE and A Level, with our students performing significantly better than boys nationally at GCSE.

About the Position

Subject teachers play an essential role in the life of the school. The post holder will be subject to the provisions of the School Teachers' Pay and Conditions document and will be expected to carry out the following duties and responsibilities:

- Plan and prepare courses and lessons according to the department scheme of work and National Curriculum requirements.

- Set and mark class work and homework carried out by students according to department and whole school policies.
- Keep up to date with subject and professional developments through reading, discussion with colleagues and attendance at training courses.
- Support the Subject Leader by contributing to the development of the department and achievement of its aims and objectives.
- Keep records of student progress and use them to complete reports and assessments in accordance with school policy. These records may also be used for tracking and intervention purposes in line with department and school policies.
- Report on student progress to parents at Parents' Evenings and other times as necessary.
- Attend and participate in department and full staff meetings.
- Maintain order and discipline in the classroom, reporting any difficulties to the Subject Leader or appropriate member of staff with specialist responsibilities.
- Promote and support the academic progress of all students in assigned classes.
- Ensure that students in assigned classes have access to appropriate learning materials and resources and advise them regarding use of these materials.
- Provide guidance to students regarding their educational development and future career plans as appropriate.
- Safeguard the health and safety of students in their care.
- Provide a classroom environment that encourages a positive attitude to work and to others.
- Promote the general safety and personal well-being of all students in line with school policies, particularly with regard to Safeguarding and Child Protection
- Support and deliver aspects of Personal Development and Collective Worship as appropriate, providing guidance to individuals or groups of students as required.
- Work within school policies, supporting the aims and values of the school.
- Follow the school's Code of Conduct for Safer Working Practices

The post holder will be subject to an enhanced DBS clearance as part of our commitment to safeguarding the well-being of our students.