



Science Teacher

Job Description

March 2012

1. INTRODUCTION

- Under the reasonable direction of the Headteacher, carry out the professional duties of a school teacher as set out in the School Teachers' Pay and Conditions Document.
- Raise standards of student attainment and achievement within Science and monitor and support student progress.

Reporting to: **Head of Science**

2. TEACHING RESPONSIBILITIES

- To teach Science to groups of students from all abilities across years 7 – 11, with a particular emphasis on the delivery of Biology from year 9.
- To ensure that all lessons are planned with clear aims and objectives.
- To ensure that all lessons are delivered in line with the departmental schemes of work and school policies.
- To take into account the differing ability lessons of students and differentiate work accordingly.
- To encourage all students to be actively engaged in their own learning and in reviewing their progress against targets.
- To ensure that all students are known by name and that the classroom atmosphere is positive at all times.
- To encourage and foster intellectual curiosity.
- To deal with inappropriate behaviour quickly and effectively according to the school behaviour policy.
- To check that all subject matter is effectively communicated and understood by all groups of students.
- To set appropriate tasks and challenges for homework according to the published timetable, and ensure that it is regularly marked with constructive feedback.
- To keep careful records of student progress in line with departmental and school policy.
- To ensure that there is a high standard of display work in the laboratory, which is changed frequently.
- To keep work areas tidy and organised to promote safety in the laboratory.
- To attend scheduled meetings in the Science Department and school.
- To work with colleagues in the Science Department to formulate plans which have coherence and relevance to the needs of the individual students and to the aims and objectives of SVCS.
- To ensure that all work in the Science Department reflects the distinctive ethos of SVCS.
- To help develop Science resources for the school VLE.
- To keep well up to date with safety issues through regular checking on CLEAPSS.
- To ensure that all experiments are trialled beforehand and risk assessment used with all experimental work.

- To participate in Science events such as trips and primary liaison.

3. STAFFING

- To continue own personal development in accordance with the School's Performance Management cycle.
- To undertake Performance Management according to the school's PM schedule.
- To set appropriate work for classes within Science during any periods of absence and make sure that the work is thoroughly reviewed on return.
- To promote teamwork within the Science Department.
- To participate in the School's ITT programme if required.
- To act as a positive role model and promote the aims, values and ethos of the school and uphold all rules and policies.
- To carry out the normal duties of teachers as set out in the Teachers' Pay and Conditions Document.
- To read and adhere to all procedures as set out in the Staff Handbook.
- To carry out a share of supervisory duties in accordance with normal school schedules.
- To participate in appropriate meetings with colleagues and parents.
- To carry out any other duties which may be reasonably required by the Headteacher.
- To enforce the school's behaviour and uniform policies on a daily basis.

4. MANAGEMENT INFORMATION

- To ensure the maintenance of accurate and up-to-date information on all classes taught.
- To make use of analysis and evaluation of student data.
- To identify and take appropriate action on issues arising from data, systems and reports.
- Produce reports for the department on assessment data, including examination data.

5. COMMUNICATION

- To ensure effective communication and consultation with parents and carers of students.
- To liaise with other schools, higher education, industry, local community groups etc. as appropriate.
- To contribute to the delivery of SVCS Science liaison activities

6. PASTORAL RESPONSIBILITIES

- To act as a Form Tutor and carry out all of the responsibilities linked with that role.
- To monitor and support the overall progress and development of students within your Tutor Group.
- To monitor student attendance in lessons and ensure that follow-up procedures are put in place where necessary.
- To contribute to the delivery of PSHE.

7. SCHOOL ETHOS

- To play a full part in the life of Stour Valley Community School; to support its ethos and to encourage all students and staff to follow this example.
- Actively promote the School's policies at all times.
- Comply with the School's Health and Safety Policy at all times.

To model the behaviours of a professional at all times.

The job description may be changed to reflect or anticipate changes in the requirements of the position which are commensurate with the job title and grade. This will always be done in consultation with the post holder.

Teacher of Science - Job description – March 2012