



ST GREGORY'S CATHOLIC SCIENCE COLLEGE

CANDIDATE INFORMATION PACK

Role: Head of Science

Pay Scale: Inner London, MPS/UPS dependent on experience plus TLR 1(b)

Closing Date: 12 noon on Tuesday 7th January 2025

Start Date: April 2025/September 2025

We reserve the right to close this vacancy at any time so early applications are encouraged.



A Welcome from the Headteacher

Thank you for your interest in a role at St Gregory's Catholic Science College, part of the All Saints' Trust.

Every St Gregory's student is treated as an individual and we have the highest expectations for them. Our mission statement is "Pro Deo, For God the Best and the Greatest" and our hardworking and committed staff ensure that pupils develop in their faith, increase their knowledge, skills, confidence and resilience so that, when they leave us, they have the very best life chances.

I believe that St Gregory's is a very special to work with a collaborative and supportive culture. Every department works hard towards delivering their objectives but middle leaders will always make time to support colleagues, share skills and knowledge and the whole school comes together for major events.

I look forward to welcoming you to our school community.

Mrs Madeleine Moran

Headteacher

Why Work At St Gregory's?

- Inner London Payscale
- Regular social events
- The opportunity to support educational visits
- Access to Educational Support
- A long weekend in November
- Additional PPA time
- Excellent CPD opportunities and high levels of teaching expertise
- Visible SLT in a Lead Behaviour Hub school

JOB DESCRIPTION

Job Title: Head of Science

Line Manager: Assistant Headteacher

Salary: Inner London MPS/UPS (dependent on experience) plus TLR 1(b)

Key Responsibilities:

To provide professional leadership and management of the Science department, to support and develop Science teaching staff and to hold them accountable for students' progress. To lead, develop and manage the Science department to improve standards of learning and raise achievement of students.

General Responsibilities:

TEACHING AND LEARNING

- lead and manage a highly effective team with a culture of collaboration, high expectations and accountability
- ensure that Teaching and Learning is engaging, challenging and creative through robust monitoring, effective staff development and feedback and sharing of best practice
- track student progress and ensure that swift actions are taken to address any underachievement through quality teaching and targeted interventions
- oversee the Science Curriculum to ensure students have the knowledge and understanding required to be successful
- oversee the development of Medium Term Plans and monitor the impact of actions on the quality of education provided in the department
- Ensure that line management and appraisal processes are robust and enable staff to develop into autonomous and highly competent practitioners

ASSESSMENT AND REPORTING

- mark and monitor students' work and set targets for progress in accordance with the school policy
- assess and record students' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the student is achieving

Other Requirements:

- leadership experience
- successful involvement in planning, implementing and evaluating initiatives to raise achievements
- a sound knowledge of Teachers' Standards
- operate at all times within the stated policies and procedures of the school
- establish effective working relationships and set a good example through their presentation and personal and professional conduct
- offer every student the opportunity to reach their potential
- work collaboratively with other staff to ensure effective use of resources
- support the school's Catholic vision, values and ethos
- participate in events such as Open Evenings, Parents Evenings and Prize Night



Department Information:

Science is a very successful and well resourced department, staffed with subject specialists. We have 7 labs with two technicians to support for practical lessons. There are opportunities to teach GCSE Combined Science, GCSE Separate Sciences and A level Biology, Chemistry and Physics.

We have strong Progress 8 as follows:

Combined Science P8 of 0.23

Biology P8 of 1.51

Chemistry P8 of 1.22

Physics P8 of 1.37

PERSON SPECIFICATION

Qualifications/ Professional Development	Degree in relevant subject QTS Record of excellent classroom practice Evidence of continuing professional development Evidence of further professional/educational study	Essential Essential Essential Desirable Desirable
Experience	Experience of delivering outstanding outcomes through own teaching and working with others Experience of teaching widely across the age and ability range at Key Stages 3 and 4 and 5 Involvement in school self-evaluation and department planning Evidence of working with students with special educational needs Record of extra participation such as organising extra-curricular activities or working for an exam board.	Essential Essential Desirable Essential Desirable
Skills and knowledge	The ability to create resources for teaching that engage students in their learning A confident grasp of strategies to differentiate and personalise learning The ability to project a positive image of the department across the school community Excellent inter-personal skills Able to contribute effectively to the Teaching and Learning team Able to build effective working relationships Excellent professional knowledge and understanding, including of recent developments in the curriculum, and of a range of pedagogical approaches to raise attainment A thorough knowledge of the National Curriculum An understanding of the needs of students in a Catholic school community Effective communication Good time management and the ability to prioritise and problem solve A commitment to the effective safeguarding of children	Essential Essential Essential Desirable Desirable Essential Essential Essential Essential Essential Essential Essential

Whilst every effort has been made to explain the main duties and responsibilities of the post, individual tasks may not be identified above. Employees are expected to comply with any reasonable request from their Line Manager, a member of SLT or the Headteacher to undertake work of a similar level that is not included within this job description. It is understood that areas of responsibility are also subject to review and are negotiable in the light of the needs of the school and the professional development of the staff.

How to Apply

Thank you for your interest in working with us at St Gregory's. We encourage you to apply as soon as possible as we reserve the right to interview applicants prior to the advertised closing date. Please note that we only accept applications submitted on our application form (CVs are not accepted). We look forward to receiving your application; our application forms can be found [here](#) or email the Headteacher's PA, Ms Catherine Meah, on cmeah2.304@lgflmail.org for a candidate pack. Interested candidates who wish to visit the school are invited to book appointments via Ms Meah.

Safeguarding Notice

Effective safeguarding, data protection and promoting the welfare of pupils is our utmost priority. Shortlisted candidates will be subject to online searches in line with the latest Keeping Children Safe in Education guidance. References will be sought and the successful candidate will be required to undertake an enhanced DBS check. A respect for the Catholic ethos of the school is essential.