HOE VALLEY SCHOOL

HEAD OF SCIENCE

JOB DESCRIPTION AND PERSON SPECIFICATION

SALARY: £54k – £62k dependent on experience

The School

"Hoe Valley School is an inspiring environment at the heart of its community where every student's experience is personalised. Our students will learn to think independently, pursue their ambitions and achieve to their highest potential."

Hoe Valley School is:

- An oversubscribed secondary school that opened in September 2015 to serve the local community of South Woking
- Delivering innovative and exciting lessons to years 7-13
- Committed to ensuring our students leave us with excellent academic outcomes, the skills to be 'work-ready' and the traits of excellent global citizens
- Following the National Curriculum, where Maths and English are taught every day
- A Google School with ICT fully embedded in all curriculum areas
- Committed to learning which is relevant with links to the 'real world' of business, higher education and the local community
- In a state of the art, new School completed in September 2018 on Egley Road, Woking
- Committed to supporting our staff to have a good work / life balance by offering longer school holidays, bespoke CPD programmes, minimising paperwork and meetings, and ultimately by trusting our staff to deliver excellent outcomes

The Role

We are seeking a passionate, talented and organised Head of Science to join our school to lead in the development and delivery of the Science curriculum from February or April 2027.

The successful applicant will be an inspirational leader who embraces creativity, innovation and is always looking for the very best practice in both their teaching and those whom they lead. They will be experienced and confident teaching across the range of sciences as well having a specialism.

They will have the exciting and unique opportunity to help shape the science KS3 and KS4 curriculum which is bespoke and challenging. They will share the school's vision and the belief that all young people can achieve at high levels and will help to provide extra curricular opportunities that allow pupils to enhance and encourage a passion for science.

The Science faculty consists of 7 fully equipped modern labs and associated preparation areas, designed for high quality teaching of the sciences from Year 7 to 11. Students study all science subjects from Y7.

CORE RESPONSIBILITIES (IN ADDITION TO THE TEACHERS' STANDARDS)

Leading Teaching and Learning

- To teach Science within the age range of 11-16
- To organise and help design the curriculum to ensure it is exciting, relevant, challenging and personalised
- To ensure that all students are making good or outstanding progress and that teaching and learning is of a high standard
- To track and assess all students progress, with a focus on analysis and intervention of our most disadvantaged students
- To contribute to the CPD program across the School and share best practice
- To ensure Science has a high profile across the School through offering vibrant and exciting learning opportunities
- To ensure that resources are organised and available to promote a purposeful environment for teaching and learning to take place, through a mix of traditional teaching techniques, integrating ICT where appropriate and via project based learning
- To line manage all those with responsibilities with teaching Science across all key stages
- To ensure that the classroom(s) within the faculty present a stimulating environment through the display of students' work, other exemplar materials and engage learners when in the classroom about potential topics or careers within Computing based industries
- To deploy other adults effectively within the classroom, involving them, where appropriate, in the planning and management of student learning

Leading Progress and Attainment

- To evaluate students progress each term and plan suitable interventions, alongside colleagues for students across all key stages
- To ensure assessment, feedback and monitoring is SMART, accurate and clearly moves students' learning on across all teachers within the faculty
- To standardise marking with colleagues both within the School and with partner schools
- If appropriate, to hold the team to account via line management meetings, faculty meetings and by following the School's Performance Management policy
- To rigorously analyse student data to inform planning and intervention programmes
- To lead and attend internal and external meetings as required
- To feedback to students and parents / carers in line with the School policy

Leading Behaviour and Safety

- To collaborate closely with parents to ensure that they are aware of their child's progress, engaged in their development and in supporting them in their vision for the future
- To ensure the absolute safety of all students on and off site
- To model and enforce excellent standards of behaviour within and beyond the faculty
- To monitor students' achievement, attendance, uniform, punctuality and behaviour and to respond promptly to issues in line with the school's policies

Leading School Improvement

- To support the School's marketing and recruitment plan through attending events, contributing to marketing materials and via frequent high quality interactions with feeder primary schools
- To embody the School's values both on and off site
- To contribute to the School's Development Plan (SDP) and to write specific action plans for relevant aspects of the SDP
- To monitor allocated budgets and ensure value for money at all times

- To coach and mentor colleagues as appropriate

The above list is not exhaustive and may be subject to amendment in due course in discussion with the relevant employee.

PERSON SPECIFICATION

Essential	Desirable	Assessment Criteria
Qualifications & Competencies		
A bachelor's degree at a 2.1 or higher in Science or related discipline	Evidence of other relevant CPD qualifications	Application form
Qualified teacher status through a PGCE, GTP or other international equivalent		Application form
Science at A-level standard or equivalent		Application form
Experience		
Experience teaching Science from the national curriculum at GCSE		Application form & interview
Experience of designing and delivering exciting, challenging and personalised lessons		Application form, interview & reference
Evidence of holding high aspirations for young people		Application form & interview
Evidence of delivering excellent outcomes for students		Application form, interview & reference
Experience of giving high quality formative and summative feedback		Application form, interview & reference
Skills and Attributes		
Alignment with HVS Values: C - Courtesy : model the calm behaviours expected of others in terms of consideration, professionalism, trust and respect I - Integrity : fair and honest, trustworthy, committed to earn success through hard-work R – Resilience: Not giving up when times are tough, demonstrating endurance C - Community : A strong sense of responsibility to the community to improve the quality of the local environment for its residents		Application form, interview & reference

L - Leadership : show leadership in thought and action, being open to new ideas and overcoming adversity to achieve success; communicating effectively E - Enthusiasm : a positive attitude towards life, passion, curiosity and a lifelong love of learning		
Excellent organisation skills with the ability to multi-task and effectively prioritise		Application form, interview & reference
Strong attention to detail where only the best is good enough		Application form, interview & reference
Excellent interpersonal skills with strong levels of numeracy and written and oral communication		Application form, interview & reference
Able to adapt to find practical solutions to problems		Application form & interview
Ability to remain calm, good humoured and strategic in challenging contexts		Application form & interview
Commitment to the ethos of the School		Application form & interview
Safeguarding		
2 satisfactory written references including from current/most recent employer		Application form & reference
A satisfactory enhanced DBS check		