

Role Profile: Second in Science (Physics Specialism)

Purpose

- To support the Head of Faculty in leading high-quality teaching and learning. The role involves assisting in the development and delivery of an engaging science curriculum, ensuring consistent teaching standards and helping to drive student progress and attainment. The postholder also takes on delegated responsibilities to support the effective running of the department.
- The post holder will be responsible for pupils' learning and progress across the full age and ability range within the Senior School (Years 7-11).
- Practical, hands-on learning is encouraged, requiring the postholder to be confident and enthusiastic about conducting experiments and demonstrations with his/her classes, and willing to support children in gaining practical as well as theoretical understanding of the subject.

Key Accountabilities

- Planning and preparing lessons in accordance with the schemes of learning and departmental handbook
- Liaising with relevant colleagues on the planning of work for collaborative delivery
- Taking account of pupils' prior levels of attainment and using them to set ambitious targets for future attainment
- Maintaining good discipline by adherence to the advice given to colleagues in the Staff Handbook and elsewhere
- Setting high expectations for pupils' behaviour by establishing a purposeful working atmosphere in accordance with the Code of Conduct
- Setting appropriate and demanding expectations for pupil learning, motivation and presentation of work
- Maintaining plans of lessons undertaken and records of pupils' work
- Marking, monitoring and returning work within a reasonable and agreed timespan, providing constructive oral and written feedback, and clear targets for future learning as appropriate
- Reporting pupil progress in line with school policy and as specified in the published calendar
- Keeping parents informed of pupil progress by attendance at parents' evenings and by other measures as appropriate
- Being familiar with the code of practice for identification, referral, assessment and monitoring of special educational needs
- Undertaking responsibility for a form group as required
- Being the first point of contact for parents of pupils in the form
- Setting targets for and monitoring the social and academic progress of pupils in the form
- Promoting and monitoring pupil attendance in accordance with school policy

Professional Standards

- Supporting and promoting the aims and ethos of the school
- Inspiring trust and confidence in pupils, colleagues and parents
- Engaging and motivating pupils
- Building a strong profile for the subject, both within and beyond the Science Department
- Continually striving to develop the quality of pupils’ learning
- Working collaboratively and with a commitment to continuous improvement
- Developing and deploying resources to support high quality pupil learning, liaising with departmental colleagues and the Deputy Head (Achievement) in terms of procurement, purchase and budget control
- Actively contributing to the successful enactment of departmental and school improvement planning
- Participating in the school’s extra-curricular activities programme

Safeguarding Responsibilities

- To comply with safeguarding policies, procedures and code of conduct
- To demonstrate a personal commitment to safeguarding and student/colleague wellbeing
- To ensure that any safeguarding concerns or incidents are reported appropriately in line with policy
- To engage in safeguarding training when required

Person Specification

	Essential	Desirable
Skills	<ul style="list-style-type: none"> • Enthusiasm for and knowledge of the subject • An ability to communicate effectively with parents, pupils and staff in a variety of ways • An ability to think originally and creatively, and to show initiative • A commitment to support the ethos of the school as a community • Good ICT skills • An ability to cope with a busy working day and a varied programme of teaching • A sense of humour • Evidence of the ability to work as a member of a team • A clear understanding of how to engage with school data • Excellent attendance record • High standards of professionalism • Understanding of pastoral care needs and willingness to be a Form Tutor as required • A concern for the reputation of the school 	<ul style="list-style-type: none"> • Excellent administrative abilities • Clear understanding and knowledge of current curriculum issues

	<ul style="list-style-type: none"> • An ability to contribute to extracurricular activities 	
Experience & Qualifications	<ul style="list-style-type: none"> • Qualified teacher status • A good Honours degree 	<ul style="list-style-type: none"> • Courses of further study relevant to the post • Qualifications in additional areas of interest • Evidence of involvement in personal CPD
Other	<ul style="list-style-type: none"> • Ability to help to motivate a high performing team • Ability to respond flexibly and adapt to changing and challenging circumstances • Ability to persuade, negotiate, influence and motivate others • Ability to maintain strict confidentiality of information received and process as part of the job role • Ability to set and maintain high standards • Ability to project a professional image for the school • Willingness to undertake appropriate training • Willingness to deliver appropriate training within the school as deemed necessary by the Head 	

Key Stakeholders:

Internal – Students, Colleagues, Senior Leadership Team

External – Parents, Wider Cognita Team

The Key Accountabilities listed above are not exhaustive and may be varied from time to time as dictated by the changing needs of Cognita. In this case, any significant changes or variations will be consulted with the post holder before undertaking these responsibilities.

To be signed and dated by employee:

Signed:

Name (print):

Date: