



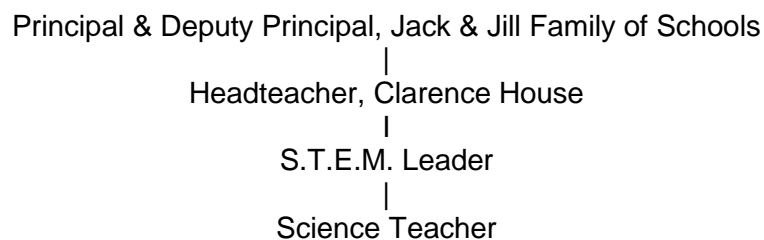
## Job Description

<b>Position</b>	Science Teacher
<b>Location</b>	Clarence House Preparatory School, Hampton Hill
<b>Reporting To</b>	Headteacher, Clarence House Preparatory School
<b>Hours</b>	Full-time or Part-time
<b>Salary</b>	Competitive
<b>Start Date</b>	September 2019

### Key Accountabilities

1. Science teacher at Clarence House Preparatory School
2. Class teacher at Clarence House Preparatory School

### Structure Chart



### Safeguarding

The Jack & Jill Family of Schools is committed to safeguarding and promoting the welfare of all stakeholders. To meet this responsibility, we follow a rigorous selection process. All successful candidates will be subject to an enhanced Disclosure and Barring Service check.

## The School

Clarence House Preparatory School opened in September 2016. We are a preparatory for girls aged 7-11, based in Hampton Hill, Middlesex, specialising in S.T.E.M. subjects, with a science laboratory and makerspace.

Clarence House is a member of the Jack & Jill Family of Schools, an Ofsted 'outstanding in all areas', family-owned group consisting of:

- Jack & Jill School (Nursery and Reception school in Twickenham);
- Nightingale Road Pre-Preparatory School (based in Hampton); and,
- Clarence House Preparatory School (based in Hampton Hill).

Clarence House is a one-form school, which will grow to 80 pupils by 2020. There is a maximum of 20 girls in each class.

## Job Content

### Professionalism

- The Science Teacher will model punctuality and good manners.

### Teaching

- The Science Teacher will teach at Clarence House Preparatory School. This requires the post holder to plan, teach, assess and evaluate lessons, and to manage behaviour in accordance with agreed school procedures.
- The Science Teacher will be a class teacher.
- The Science Teacher will play a full part in the life of Clarence House Preparatory School, participating in any meetings reasonably arranged for any relevant purpose, and attending and participating in all school events.
- The Science Teacher will undertake supervisory duties as reasonably required, including registration of pupils, supervision of pupils and provision of relief cover for absent colleagues.

### Subject

The Science Teacher will:

- Renew the Science scheme of work (in conjunction with the S.T.E.M. Leader);
- Track, assess, record and report progress in Science; and
- Advise colleagues and parents on preparation for and likely outcomes at 11+, where pupils sit schools with a science entrance paper.
- Design, plan and lead a fun after-school Science club.

### Class Teacher

The Science Teacher will be a class teacher. This responsibility includes:

- Pastoral care for the class;
- First point of contact for parents in the class; and,
- Registration.

### Continual Professional Development

- The Science Teacher will participate in our accountability programme and appraisal process.

### Safeguarding

- The Science Teacher will have due regard for safeguarding and promoting the welfare of children and young people and will be required to follow the child protection procedures adopted by the school's safeguarding policy.

### Promoting CHPS as S.T.E.M. School

- To regularly tweet, Instagram and/or blog about the exciting science taking place at Clarence House Preparatory School.

### Other Duties

- Other duties of an appropriate level and nature may be required. Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees are expected to comply with any reasonable request to undertake work of a similar level that is not specified in this job description.

*This job description may be amended at any time following discussion between the Headteacher and member of staff.*

### What We Can Offer

The position of Science Teacher is an exciting opportunity for someone who is passionate about science.

We can offer:

- The opportunity to teach bright, hardworking and well-behaved pupils in an 'outstanding in all areas' independent girls' school;
- The opportunity to work with a dynamic and committed team;
- The opportunity to work in a new, growing school in beautiful Hampton Hill;
- The opportunity to work in a new building with a science laboratory and Makerspace;
- The opportunity to learn from some outstanding teachers across The Jack & Jill Family of Schools.
- The opportunity to further resource the Science laboratory.

### Our Vision

We are looking a Science Teacher who is enthusiastic about three key ideas:

1. A knowledge-led science curriculum;
2. Conducting exciting experiments; and,
3. Teaching the scientific method.

#### Knowledge-Led Curriculum

At Clarence House we make factual knowledge a priority. Clarence House teachers understand that thinking well requires knowing facts, and that critical thinking processes such as reasoning and problem solving are intimately intertwined with factual knowledge that is stored in long-term memory.

Every unit has an advance organiser, e.g. Electricity Knowledge Organiser. This provides a summary of the unit and gives parents and pupils a wider reading list.

Every unit of study has a knowledge organiser, e.g. The Variety of Living Things Knowledge Organiser. Knowledge organisers specify the knowledge and definitions that we expect all pupils to commit to memory.

- Pupils are quizzed about these facts at the beginning of every Science lesson;
- Pupils are test on these facts at the end of each unit;
- Pupils are examined on these facts at the end of the year; and,
- Our exams are cumulative: we expect Year Six pupils to retain the facts they learnt in Year Three.

#### Exciting Experiments

Our home in Hampton Hill has a makerspace and a science lab. We want our girls to conduct *exciting* experiments in these learning spaces – experiments that go above and beyond those outlined in the National Curriculum.

#### The Scientific Method

We want our girls to learn the scientific method – to develop hypotheses, make predictions, record observations, and to draft, redraft and polish write ups and beautiful scientific drawings.

## Person Specification

The criteria below will be assessed by application (A), lesson (L) or interview (I); tasks will include an observed lesson with a Year Four class.

	Essential		Desirable	
<b>Qualifications</b>	Qualified to degree level	A	Science degree	A
	Qualified to teach and work in the U.K.	A		
<b>Safeguarding</b>	Commitment to safeguarding and welfare of all stakeholders	I		
<b>Experience</b>	Teaching experience or experience of working with children	A	Experience of teaching science to Common Entrance and/or G.C.S.E.	A, I
	Excellent teacher of science	L	Evidence of raising attainment in science	A, I
	Excellent behaviour management	L		
	Evidence of using IT to enhance learning	I		
	Evidence of interpreting pupil data to inform teaching	I	Evidence of writing/revising a science scheme of work	A, I
<b>Vision</b>	Believes in a knowledge-led curriculum	A, L, I		
	Believes in providing opportunities for pupils to conduct experiments	A, L, I		
<b>Behaviours</b>	Presents professional image	I		
	Works well independently and in a team	I		
	Committed to self-reflection and professional development	I		
<b>Communication</b>	Good oral communicator	I	Experience of leading parents' workshops	I
	Good written communicator	A	Experience of blogging about science/teaching	I

## Application Process

Apply for the post by:

- Completing the Application Form; and,
- Write a covering letter of no more than 2 sides of A4.

**Deadline:** 31st January 2019.

Interviews will be conducted the week beginning 11th February 2019.

The interview process will include:

- A science lesson with a Year Four class, where we would like the girls to conduct an 'exciting' experiment;
- Interview, which will include an opportunity to discuss your covering letter.