

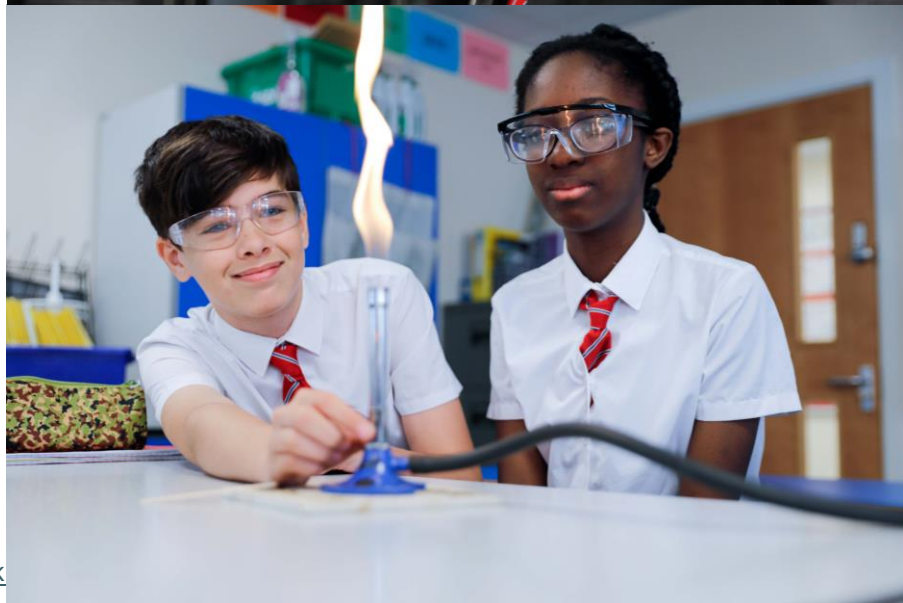
Robert Clack School of Science

Executive Headteacher : Mr R.V.A. Taylor B.Sc., (Econ) (Hons)



RECRUITMENT PACK

DIRECTOR OF SCIENCE



Tel: 020 8270 4200

Website: www.robertclack.co.uk

Email: office@robertclack.co.uk

Recruitment queries: mbrown@robertclack.co.uk

Welcome to Robert Clack School

As a former pupil and member of staff for the past 20 years, Robert Clack School and our pupils mean a great deal to me. I believe that Robert Clack is a very special place; we have a strong sense of community and strive for excellence in all that we do.

We are committed to delivering a broad and balanced education, one which appreciates the importance of academic qualifications, but one which also recognises the value of vocational qualifications and the extra-curricular of sport, drama, music, the arts and debate.

Our ethos permeates every aspect of life at Robert Clack School and cultivates the values of mutual respect, compassion, discipline, high expectations and aspirations and hard work. By embracing these values, we believe that our pupils will be able to fulfil their ambitions in life, whatever they may be.

I am delighted that you are interested in pursuing a career at Robert Clack School. Please find enclosed information relevant to the role you may wish to apply for.

Good luck and best wishes.

Russell Taylor
Executive Headteacher



The Recruitment and Application Process

To view the job description, person specification and to download an Application Form please follow this link to the School website: www.robertclack.co.uk

Please submit completed applications either by e-mail to: mbrown@robertclack.co.uk or through submitting an application on the vacancy which is posted on the TES website.

Please note that CVs will only be accepted if accompanied by an application form.

If you have any queries about the application process, you are welcome to contact the School's HR Manager, Blessing Opayemi on 020 8270 4200 x 3308 or on the above email address.

Safeguarding and Promoting the Welfare of Children and Young People Note:

Robert Clack School is committed to safeguarding and promoting the welfare of children and young people. Successful applicants must be willing to undergo identity checks, checks with past employers, an online internet search and an enhanced Disclosure & Barring Service check.

Key dates:

Closing date for receipt of applications: 21 September 2026

Interviews to be held: To be confirmed

Commencement date in post for successful candidate: January 2027

Director of Science (Associate SLT)

SALARY: Main Pay Scale/Upper Pay Scale (Inner London) plus TLR1C of £14,030 per annum

APPOINTMENT:

We are looking to appoint a talented and passionate individual to lead our large and successful Science Department. As part of the Associate SLT, you will be responsible for the ongoing development of the school as a centre of excellence for the sciences and promote the best possible outcomes for pupils by ensuring an outstanding quality of education.

The School has a strong reputation through innovative curriculum development along with outstanding teaching and learning methods. As well as offering a comprehensive and engaging science curriculum at Key Stage 3, Separate and Combined Science GCSEs are offered at Key Stage 4, as well as A Level Biology, Chemistry and Physics at Key Stage 5. Our outcomes are outstanding with many of our Sixth Form pupils progressing to study Medicine, Engineering, Science and Mathematics at University.

The Science Department works across our three school sites and you will be allocated up to 50% leadership time to effectively monitor, evaluate and improve the quality of education in science. You will also be supported by a team of TLR post holders including a Head of Science on each of our school sites who you will lead and manage.

The right candidate for us will be someone who can demonstrate: -

- Successful experience of and a good subject knowledge of the science curriculum at Key Stages 3, 4 and 5.
- A record of outstanding teaching and of securing high levels of pupil progress.
- Proven track record of good classroom practice with students obtaining excellent value added results and GCSE, AS and A Level grades.
- Current or recent successful subject leadership experience.
- Evidence of making a significant contribution in leading a science team in a Secondary School setting.
- Experience of the use of assessment and data in improving pupil progress.
- Able to lead and manage staff, while working effectively and supportively within a team.
- An effective, inclusive and co-operative leadership style that inspires confidence and collegiality in those they lead, which also motivates and encourages staff.
- Experience of or a commitment to wider school responsibilities;
- Exceptional interpersonal and organisational skills;
- Qualified Teacher Status;
- An appreciation and an understanding of a school at the heart of the community.

Robert Clack School of Science is one of the most successful and largest schools in the UK. Reasons to join us:-

Our Pupils: The exemplary behaviour of our pupils is always commented upon by visitors to our school. Our pastoral system is second to none, reinforcing the values and ethos of the school. Pupils understand the importance of mutual respect, compassion for others, discipline, hard work, high expectations, and aspirations.

Success: We are hugely oversubscribed with a large Sixth Form. Through our provision of a broad and balanced curriculum, and an extensive range of extra-curricular opportunities, our pupils achieve excellent academic, social and cultural outcomes, despite living in an area of significant disadvantage. At the end of Year 13, our pupils go on to top University destinations, including Oxford and Cambridge. Many have progressed to employment via apprenticeships or in a variety of industries.

Working Conditions: Our pupils need the best quality teachers in the classroom and we support our teachers through enhanced PPA time, minimal bureaucracy, supportive departments, pastoral teams and the leadership team. Staff also benefit from a Medicash healthcare plan.

Professional Advancement: We believe in training, developing and supporting teachers and support staff. Many of our teachers trained at Robert Clack; a number are former pupils of the school, including the Executive Headteacher. We have a Silver award for our CPD from the Teacher's Development Trust, Investors in People Bronze award and the one time that we entered the Sunday Times Best Public Sector Company we were ranked first for Leadership, My Company and Personal Growth. If you are ambitious, motivated and above all an excellent teacher, there are plenty of opportunities for you to develop at Robert Clack School.

HOW TO APPLY:

To view more information about Robert Clack School, please take a look at the school website. If you would like to apply for this position please refer to the Job Description, Person Specification and download the application form which is available with the TES. Please submit your completed application form via the TES or to: bopayemi@robertclack.co.uk

Job Description

Job Title:	Director of Science (TLR1c)
Working Hours:	Full-time teacher, 195 days per year
Department:	Science and Associate SLT
School:	Robert Clack School Although you may be based on one school site, your role is not site specific.
Reports to:	SLT Line Manager

1. Purpose of the Job:

- To monitor, evaluate and continually improve the quality of education in science across the whole school.
- To line manage the Science Subject Leaders on each school site (and other staff within science) and ensure their collegiate and collaborative working to drive improvement.
- To support the monitoring, evaluation and continual improvement of the quality of education across the whole school (within and beyond your own department) through membership of the whole school Teaching and Learning team.
- To take a strategic and operational role in supporting excellent pupil behaviour and engagement in science lessons.
- To carry out teaching duties and provide a high standard of teaching and learning for pupils, to ensure that they achieve to the best of their abilities (in accordance with the School's Teacher Job Description and the DfE Teachers' Standards).
- To support and promote the safeguarding, and welfare of all children and young people attending Robert Clack School.

2. Main Activities:

DIRECTOR OF SUBJECT

Quality of Education and Strategic Direction

- Participate fully in the school's **Departmental Review** process to monitor, evaluate and continually improve the quality of education in science across the whole school.
- Analysis of examination data and production of reports for the SLT and Governing Body in relation to examination results for the department.
- Use of examinations data to inform decisions regarding the necessary department and school targets for each academic year.
- Develop, implement, monitor and maintain **Science teaching policies and practices**, which reflect the school's commitment to high achievement and are consistent with school, and national strategies and policies.
- Plan and work in accordance with the priorities of the **School Development Plan**, as necessary.
- Continually develop and improve the **science curriculum** (including assessment plans) to bring about improved standards of achievement for all pupils.
- Ensure **high quality teaching and learning** in science, and the effective use of resources to bring about improved standards of achievement for all pupils.
- Ensure **high quality assessment, marking and feedback** in science to bring about improved standards of achievement for all pupils.

- Ensure that regular high-quality homework is set within the department and that the school policy related to **homework and feedback** is implemented.
- Ensure that the science department contributes to the **personal development** of pupils by providing relevant and extracurricular and super-curricula opportunities.
- To improve achievement for all pupils by ensuring that **target pupils** receive the support needed to improve.
- Contribute to the development of whole school **Teaching and Learning Policies** (including the **Achieve Excellence Programme**) and ensure that these policies are implemented.
- Regularly meet with the SLT Line Manager in order to provide relevant information.
- Work with the SIP (where relevant) and external partners to improve the quality of education in science.
- To contribute to the positive promotion of science within the school.
- To continually develop your **own subject, curriculum and pedagogical knowledge** and use this learning to improve the quality of provision in science.
- Advise on the EYFS, KS1 and KS2 science curriculum and quality of education.

Resource Management

- Develop, implement, monitor and maintain plans for the development and resourcing of Science teaching.
- Identify resources needed to meet the needs of the Science curriculum.
- In liaison with the SLT Line Manager and School Business Manager, ensure the delivery of an appropriate, high quality and cost-effective curriculum within the department budget.
- Ensure that the department budget is used efficiently and that there is no overspend.

Leading and Managing Staff

- Promote a positive, supportive and collaborative working environment within the Science department.
- Create, maintain and enhance positive and effective working relationships.
- To provide a role model of good classroom practice for your department.
- Through the Professional Development Review Process, ensure the **professional development** of those that you line manage and those in the science department to improve the quality of education in science.
- Plan and implement strategies to improve teaching where needed.
- Implement coaching and mentoring strategies to support and develop Science staff.
- To induct, monitor and support new staff and beginner teachers.
- Ensure the effective, efficient deployment of teachers and support staff expertise within the department, in order to enhance pupils' progress and achieve department/school improvement objectives.

Teaching and Learning

- Provide support and guidance on a choice of appropriate teaching and learning methods.
- Ensure that schemes of work offer appropriate challenge, demonstrate good progress and evaluate their impact on teaching and learning.
- Set high expectations which inspire, motivate and challenge pupils.
- Promote good progress and outcomes by pupils.
- Demonstrate good subject and curriculum knowledge.
- Plan and teach well-structured lessons.
- Adapt teaching to respond to the strengths and needs of all pupils.
- Make accurate and productive use of assessment.
- Manage behaviour effectively to ensure a good and safe learning environment.
- Fulfil wider school and professional responsibilities.

SCHOOL RESPONSIBILITIES

Wider Professional Responsibilities

- Make a positive contribution to the school's ethos and the wider school community.
- Develop professional and positive relationships with colleagues.
- Take responsibility for improving teaching through appropriate professional development, responding to advice from colleagues and sharing best practice.
- Develop professional and positive relationships with parents/carers and outside agencies with regards to pupils' achievements and well-being. Work collaboratively with parents/carers and outside agencies to support pupils' progress.

Wider School Responsibilities

- Participate in arrangements to prepare pupils for public and school examinations and participate in supervision of pupils during exams.
- Cover lessons, as and when required. Set cover work for lessons if absent.
- Attend assemblies, parents' evenings, open evenings, INSET sessions, school events and extra-curricular activities as required.
- Attend school and department meetings, as required.
- Ensure that registers are taken during each lesson and for form time.
- Act as a Form Tutor, when required.

PERSONAL AND PROFESSIONAL CONDUCT

- Responsibility as a teacher to uphold public trust in the teaching profession and to maintain high standards of personal and professional conduct, ethics and behaviour within and outside school.
- Treat pupils and colleagues with dignity and respect, and build relationships rooted in mutual respect, while at all times observing proper boundaries appropriate to a teacher's professional position.
- Awareness of the need to safeguard pupils' well-being, in accordance with statutory provisions and the school's policies.
- Demonstrate tolerance and respect for others, not undermining fundamental British values, including democracy, the rule of law, individual liberty, mutual respect and tolerance of those with different faiths and beliefs.
- Ensure that personal beliefs are not expressed in ways which exploit pupils' vulnerability or might lead them to break the law.
- Proper and professional regard for the ethos, policies and practices of Robert Clack School, and the maintenance of high standards in personal attendance and punctuality.
- Ensure an understanding of, and always act within the statutory frameworks which set out professional duties and responsibilities.

3. Customer Care:

Provide services that are fair and accessible to all, challenging existing practices that support the traditional culture and promote the Customer First proposition across the Council.

4. Statutory Requirements:

This post carries a requirement to have an enhanced Disclosure and Barring (DBS) check for Children.

5. General Accountabilities and Responsibilities:

- Ensure compliance with appropriate legislation, Council and School Policies, the Council Constitution, Financial Rules and other requirements of the Council and School.
- Promote the development of a high quality individual need led service, to comply at all times with the Council's and School's policies and procedures, particularly those regarding Data Protection, Equalities and Diversity and Health and Safety.
- Undertake a proactive, committed approach towards the School's Best Value ethos.
- Ensure compliance with and actively promote the Council's Equalities and Diversity policies, and strategies.
- Ensure compliance with and actively promote Health and Safety at work legislation, Council, School and Departmental Health & Safety policies and procedures.

- Comply with the competencies and standard requisites agreed by the Council and School as relevant to your post.
- Comply with the Data Protection Act 1998 (all employees of the Council and School will not disclose or make use of, for their private advantage, any information held on manual or computer records, which are not available to the public, however acquired).
- Take responsibility for continuing self-development and participate in training and development activities.

The above mentioned duties are neither exclusive nor exhaustive and the post holder may be called upon to carry out such other appropriate duties as may be required by the Line Manager within the grading level of the post and the competence of the post holder.