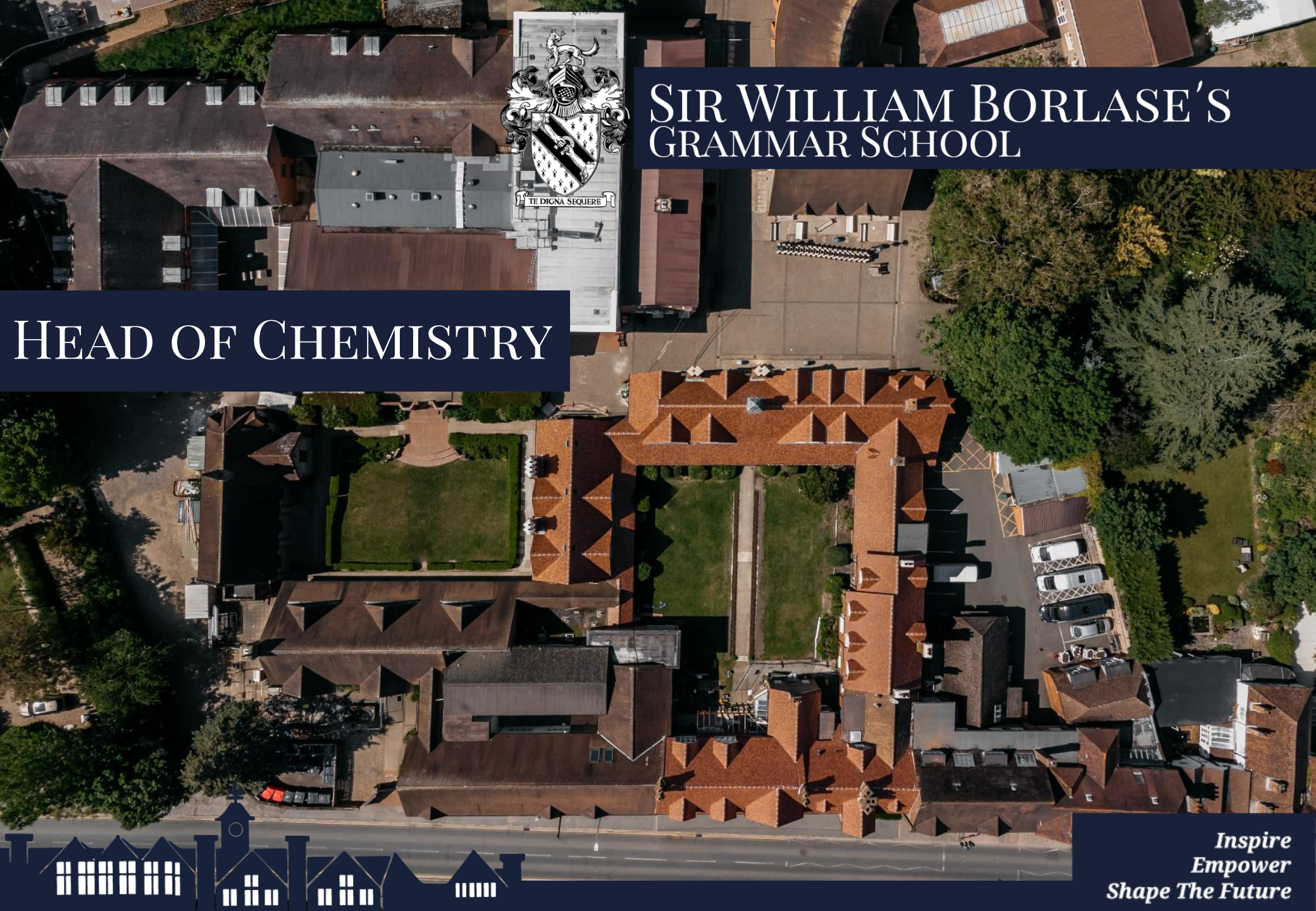




SIR WILLIAM BORLASE'S GRAMMAR SCHOOL

HEAD OF CHEMISTRY



*Inspire
Empower
Shape The Future*

THE SCHOOL

Welcome to Borlase

Welcome to Sir William Borlase's Grammar School, where we are proud of our heritage as we approach our 400th birthday and excited to be inspiring and empowering the aspirations of our students today. A state-funded school in the centre of Marlow, Borlase is recognised for excellent academic learning and an outstanding extra and super-curricular programme.

History

Founded in 1624 on the same site we occupy today, the brick and flint Cloisters, clock tower and Chapel of Borlase share a street with Mary Shelley's cottage where she wrote Frankenstein, TS Eliot's house and the original site of the Royal Military College now at Sandhurst.

At Borlase we are proud of our long history of providing education to the young people of Marlow and surrounding areas since 1624. The school was built on a strong principle: the desire to enable children from all socioeconomic backgrounds to have the opportunity to learn and meet their potential.

Today

Our school has a very special energy that springs from a contagious enthusiasm for learning across all subjects; this extends well beyond the classroom through the many independent project groups, academic clubs and societies that flourish at school on a daily basis.

The calendar is full of opportunities to enrich learning through trips, visits, practical explorations and independent research. Borlasians aspire to achieve their best academically and personally and are unashamedly ambitious in those aims. High achievement comes from the genuine enjoyment of learning and we are committed to fostering that enjoyment in and outside the classroom.

Our teachers are all specialists in their chosen disciplines who are passionate about creating learning experiences that provoke independent thinking and creativity.

Our future

We continue to look forwards, always inspired to provide the very best opportunities for our students. We have recently embarked upon a major programme of investment in our site. A new sports centre was opened in 2021 and we are currently working to provide a new school refectory.



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WORKING AT BORLASE

A professional community

In joining the teaching staff at Borlase, you would become part of a professional community dedicated to improvement. We invest heavily in staff professional development, but we believe that in a high-performing culture such as ours, the most effective professional growth comes through learning from others in the community and becoming more adept at self-regulated improvement.

We are recognised by the High Performance Learning organisation as a World Class School; testament to the commitment to research-led best practice that we have established at Borlase for over a decade.

We work closely with the local Teaching Hub to provide training for staff at all levels, including NPQs. We also support members of staff to work towards academic qualifications such as Masters degrees and educational doctorates.



Staff benefits

The children of members of staff are given priority in the admissions process in the event of oversubscription. Please see the school's admissions policy for more details.

We have a two-week October half term and there are extensive opportunities to accompany school trips to exciting destinations in the UK and beyond.

A commitment to wellbeing

We are committed to providing an outstanding, supportive work environment. An ongoing dialogue with staff about workload has led to changes in our working practice to reduce data collection and reporting points and to streamline our marking and feedback policy.

The Borlase staff is a friendly, sociable team and there are regular trips to theatre productions and sporting events. There is a well-provisioned staff common room and access to a superbly equipped onsite gym.



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THE ROLE

Head of Chemistry

Full Time

Required for January 2023

We are seeking to appoint an inspirational Head of Chemistry to lead the Chemistry department. The successful candidate would be required to teach Chemistry confidently at KS4 and KS5 and General Science at KS3.

The Department

STEM at Borlase is a vibrant, exciting faculty with specialists in their subjects teaching across the curriculum. If you are a qualified, creative and inspiring Chemistry teacher who is passionate about working with students who are all eager to learn and challenge themselves, teaching at Borlase is for you!

Everyone in the department and STEM faculty support each other and continuously share ideas to deliver outstanding lessons. The excellent subject knowledge and varied experience of our teaching staff means students are provided with real-life applications and contexts, which only serve to further enrich their experience of the curriculum. We are passionate about our subjects and this is reflected in the enthusiasm from our students.

Chemistry students at Borlase are encouraged to be independent in their learning, to be curious and to extend their understanding beyond the curriculum. A lot of emphasis is placed on practical work, and students are given the opportunity to develop the ability to make accurate observations, manipulate scientific equipment, analyse data, evaluate methodology and draw conclusions while investigative approaches encourage inquiry-based learning and a greater depth of understanding.



At KS3, all students follow an accelerated two-year science curriculum which has been designed to enthuse young people about science. At KS4, all students work towards the Separate Sciences GCSE following the Edexcel (9-1) specification. Teachers enrich the students' learning beyond the specification throughout the three year course. Students' enjoyment of the subject is reflected in our A-level uptake, with over 100 students studying Chemistry in our sixth form. Academic results in Chemistry are excellent and every year a number of students go on to study Chemistry-based degrees at university.

There are many opportunities for students to go above and beyond the curriculum, ranging from competitions and projects to conferences and subject-based lectures. Sixth-form students lead the school's Chemistry Society and Biochemistry Society, supported by our STEM coordinator. A large number of students complete CREST awards or a science-based Extended Project Qualification. Older students are also actively involved in mentoring students in younger years.

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JOB DESCRIPTION

Main Responsibilities

Head of Department

- Being responsible for maintaining and developing teaching and learning standards in the department including conducting learning walks, sharing best practice and supporting staff during lessons when appropriate.
- Managing teachers and technicians in the department, setting suitable targets in performance management. Assisting in enhancing the professional development and aspirations of colleagues.
- Being responsible for promoting best practice in managing behaviour for learning in the Chemistry department and supporting staff as appropriate.
- Developing and maintaining effective methods of communication to parents,
- Creating an effective team by promoting collective approaches to problem-solving and curricular developments through collaborative planning and resource sharing.
- Chairing and producing agendas and minutes for effective department meetings, informing relevant members of staff about discussions and decisions.
- Implementing school assessment and target-setting policies and monitoring and evaluating achievement and attainment of pupils.
- Leading the curriculum and contributing to the production, review and revision of the department schemes of work.
- Ensuring that all learners, including SEND and PP students, have access to the curriculum and the teaching and learning in the maths department.
- Attending Heads of Department meetings and Middle Leader Training.
- Managing departmental stock, resources and finances effectively and efficiently.
- Overseeing and monitoring public examination entries and in conjunction with the Examinations Officer.
- Leading the Department in preparing students for university selection interview
- Providing suitable tests for, and marking, late entry applications
- Keeping up-to-date with developments and new ideas related to the subject.
- Ensuring appropriate extension and enrichment activities take place in the department.
- Ensuring there is regular academic support available to students
- Marketing the Chemistry department to prospective parents and students by organising the Open Evening and Sixth form Open Evening activities



JOB DESCRIPTION

Main Responsibilities

- Planning and delivering Chemistry lessons of a very high standard to Key Stage 4 and 5 classes, and Science to Key Stage 3 classes within the curriculum
- Assessment and support of student progress towards achieving their academic targets
- Managing the students for whom you have responsibility as their teacher
- To plan and teach sequences of lessons which incorporate an appropriate range and depth of subject knowledge in line with statutory requirements
- To teach lessons with clear objectives and well-pitched tasks which provide pace and challenge using a variety of learning strategies.
- To understand the responsibility required under the SEND Code of Practice and to seek advice from SEND Coordinator when appropriate.
- To employ a variety of marking, monitoring and assessment strategies to inform planning, develop learning and evaluate students' progress.
- To provide constructive feedback to help students reflect upon and improve their work.
- To make effective and regular use of the school's assessment criteria and reporting procedures to inform learning.
- To contribute to the wider activities within the Chemistry Department.
- To keep the form register and monitor patterns of student attendance/absence.
- To promote the positive values, attitudes and behaviour expected from all students by treating them with respect and consideration.
- To make appropriate use of the school's rewards and sanctions procedures in line with the school's behaviour policy.
- To report concerns about individual student progress and behaviour to relevant senior staff.

- To demonstrate consistently high expectations of all students and a commitment to raising their achievement.
- To communicate promptly and sensitively with parents, carers and other relevant bodies where necessary.
- To contribute towards, and value, the work of teams of staff dedicated to advancing student learning and welfare.
- To be aware of, and work within, the statutory frameworks relating to teachers' responsibilities and the Borlase Teacher Aspiration framework.
- Demonstrate consistently high standards of personal and professional conduct; showing tolerance and respect of the rights of others whether other staff, students or parents.
- To observe proper professional boundaries and having regard to the safeguarding and wellbeing of students.
- The post holder is responsible for ensuring all child protection policies are adhered to and that any concerns or incidents are raised in accordance with these policies.

Note: The Head of Chemistry will also be a Form Tutor

- To contribute to the pastoral support of the students as a teacher and tutor
- To monitor the progress of students in your tutor group by target setting and through regular inspection of homework diaries, planners and/or other appropriate methods (e.g. students on report).



THE PERSON

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Qualified Teacher Status • Good honours degree in related subject 	
Previous Work Experience	<ul style="list-style-type: none"> • Strong teaching ability across KS3, KS4 and KS5. • A proven track record of measurable impact as an individual teacher and at departmental level • Use of innovative approaches to the development of teaching and learning • Experience of contributing to the development of staff and resources 	<ul style="list-style-type: none"> • Experience of leading a department or having responsibility within a department • Evidence of reporting to governors and leadership • Experience of managing budgets
Professional Qualities, Skills and Experience	<ul style="list-style-type: none"> • Thorough knowledge and understanding of current developments in teaching, learning, school culture and the curriculum • Excellent wider subject knowledge in Chemistry • Safeguarding, Child Protection Training, knowledge and experience • Fluency in use of ICT to enhance teaching and organisation • Ability to use data to identify strengths and address under-achievement • Good analytical and strategic thinking skills • Setting high standards for others and ensuring goals are achieved • Ability to inspire, empower and harness the talents of teachers in the department to maintain an outstanding Chemistry Department. 	<ul style="list-style-type: none"> • Advanced spreadsheet/word skills • Interest in research in teaching and learning • Recent professional development



THE PERSON

	Essential	Desirable
People Management Skills	<ul style="list-style-type: none">• Effective, engaging communicator with children, staff and parents.• Calm and reassuring.• An effective team player, working with colleagues collaboratively.• A professional and responsive manner, adapting to the needs and emotions of young people and adults.	<ul style="list-style-type: none">• Experience in fostering good relationships between all members of the school community.
Other Personal Qualities	<ul style="list-style-type: none">• Appropriate motivation for working with children (one which values each child and shows concern for their personal safety and wellbeing)• Well-developed planning and organising skills including time management, delegation and administration	<ul style="list-style-type: none">• Willingness to contribute to the wider life of the school.



HOW TO APPLY

Please do contact us with any queries or if you would like to discuss your situation with us first.

For an application form please visit www.swbgs.com and click on Vacancies

KEY DATES

9am Monday 3rd October 2022

Deadline for application

Early applications encouraged as they will be considered upon arrival

Applications submitted via email should be sent to Mrs Anna Summerfield, HR Manager at asummerfield@swbgs.com

The school is fully committed to the DfE guidance on Safeguarding Children and Safer Recruitment in Education and all candidates for the post will therefore be subject to vetting procedures following Buckinghamshire Council's guidance and the Trust's Safer Recruitment Policy.

All shortlisted candidates will be will be subject to an online search as part of the safer recruitment process.



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