



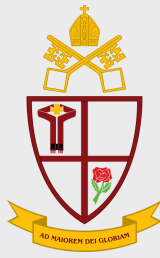
St Augustine's Catholic College

Together we're stronger

Candidate Information Pack

Head of Science
(maternity cover)





Welcome from the Head Teacher

Thank you for your interest in this exciting opportunity to join St Augustine's Catholic College. As a Catholic Lasallian College, we are part of a global network of educational institutions inspired by St. John Baptist De La Salle, the patron saint of teachers. His mission was to provide the highest-quality education to those most in need, always honouring the dignity of each child as a 'son or daughter of a great King.' We strive to live by this vision every day, fostering a welcoming environment where all students and staff feel valued and included.

We are seeking a passionate and aspiring colleague to join our dedicated staff team and make a meaningful contribution to our community. At St Augustine's, we are committed to sustainable growth and improvement in a constantly evolving world. Our recent OFSTED inspection highlighted this commitment: "The desire to provide educational opportunities which make individuals the best that they can be drives all that the school does." For us, this means not only achieving academic excellence but also nurturing well-rounded individuals who are ready to make a positive impact on society.

In recent years, our journey of continuous improvement has led to a complete revision of our curriculum, the introduction of an incremental coaching programme for all teachers, and the development of a behaviour system that ensures students can learn in a disruption-free environment. Central to our mission is our focus on inclusion, which seeks to ensure that every learner can access the curriculum and the opportunities they deserve and are entitled to. St Augustine's is consistently a high-performing school, with academic achievements well above national averages, reflecting both the quality of our education and the dedication of our students.

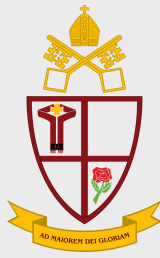
Our recent OFSTED report also noted, "Staff feel proud to work at the school. Early career teachers receive appropriate guidance and feel well supported." If you join us, you will be entering a supportive and challenging environment where you can grow professionally while sharing your talents with our vibrant community.

We look forward to learning more about what you can bring to our team and how we can support you on your journey to reaching your full potential.

Aidan Dowle
Head Teacher

If you have any further questions, or would like to arrange a visit, please do not hesitate to contact HR on 01225 362007 or by email at hr@st-augustines.wilts.sch.uk.





Our Values and Purpose

Our Values

Taught by Jesus Christ, faith, hope and love inspire everything we do. We aim for the highest standards of learning, and look for the development of wisdom. In this way, the gifts possessed by every individual can be valued.

Our Purpose

St Augustine's exists to provide a Catholic education in order to develop independent citizens of the future.

"Develop" because those who come to St Augustine's are individuals, each with their own quirks and characteristics. We do not aim to produce clones.

"...Independent ..." because self-respect, self motivation and courage are required if one is truly to live one's life according to the teachings of Jesus Christ.

"...Catholic..." because we believe that the Catholic faith provides the best guidance for living a fulfilled adult life, for members of the Catholic church as well as for non-members.

"...Citizens ..." because education is a gift whose fruit is to be re-invested in society: we are called to serve others in whatever way we can. Liberty and Equity cannot be absolute values, but Fraternity can.

"...of the future..." because, if we get it right, our leavers will be applying the lessons learned at St Augustine's for decades to come; in that time they will use the skills they have acquired to learn, unlearn and relearn the things they will need to know to face the challenges that the future brings.



Safeguarding Statement

We recognise that the welfare of the child is paramount and take seriously our responsibility to safeguard and promote the welfare of the students in our care. The college believes that all children and young people have the right to grow up in a safe and caring environment, which includes the right to protection from all types of abuse.

The students in our care have the right to expect adults in positions of responsibility to do everything possible to foster these rights. They have the right to be safeguarded from harm or exploitation whatever their:

- race, religion, first language or ethnicity
- gender or sexuality
- age
- health or disability
- political or immigration status

Governors and staff in this college understand the importance of working in partnership with children, their parents/carers and other agencies in order to promote children's welfare.

Purpose

The purposes of the policies which are linked to this statement are to:

- afford protection for the pupils at St Augustine's
- enable staff and volunteers to safeguard and promote the welfare of children
- promote a culture which makes this school a safer place to learn

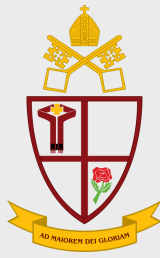
Scope

All policies apply to the Headteacher, all staff (including supply and peripatetic staff), volunteers, governors or anyone working on behalf of St Augustine's

We will endeavour to safeguard children and young people by:

- valuing them, listening to and respecting them
- involving them in decisions which affect them
- making sure all staff and volunteers are aware of and committed to the safeguarding policy and child protection procedures
- sharing information about concerns with agencies who need to know, and involving children and their parents/carers appropriately
- recruiting staff and volunteers safely, ensuring all necessary checks are made
- adopting a code of conduct for all staff and volunteers
- providing effective management through induction, support and training
- ensuring staff and volunteers understand about 'whistle blowing' and dealing appropriately with allegations/concerns about staff or volunteers, in accordance with Government guidance





About the role

St Augustine's Catholic College seeks to appoint an experienced, engaging and enthusiastic Head of Science (maternity cover) from approximately Easter 2025 until the end of the academic year. We welcome all specialisms but applicants must be able to teach all three sciences at GCSE and KS3.

The successful applicant will provide effective leadership and management of a dedicated team of teachers and technicians.

The exam board we use is AQA for all A levels, and we offer triple science as an option at GCSE, otherwise all other students follow the trilogy AQA combined science route.

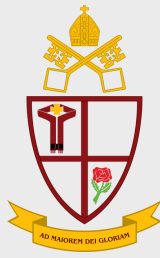
As a school we have a strong reputation for excellent results with A level science courses being ever popular choices, many of our students go on to secure places at top universities to study engineering, medicine, and other STEM subjects.

The school's motto is 'Together we're Stronger' and that is how we seek to work as a science department - you will find welcoming and supportive colleagues who are always seeking to innovate and improve the science education of our students.

The school has a strong, non-judgemental, coaching ethos which constantly helps to develop the practice of all teachers whatever their level of experience.

All labs are equipped with dedicated practical areas, Clevertouch screens and access to computer systems. We have recently made an investment into updating our scientific data handling and recording software with new Bluetooth sensors which allow the projecting of real time results onto the board for demonstrations with younger years and use by our A Level students.





Job Description

St Augustine's Catholic College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post requires a satisfactory enhanced DBS disclosure.

Job Title: Head of Science
Any specialism considered

Reports to: Assistant Head

Pay Grade: MPS/UPS plus TLR 1a

Hours: Full time

Job Purpose:

To provide effective leadership and management and thereby build and maintain an effective teaching team which continually enhances the quality of learning and achievement. To support and promote the vision and values of the College in and beyond the classroom.

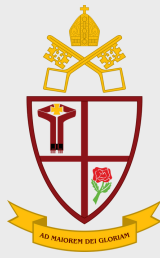
The College's policy statements provide a framework for all members of staff to ensure the College's aims and objectives are achieved. Members of staff are expected to familiarise themselves with the policy documents which are available on the College website and work within their parameters.

Key Accountabilities

Main Duties / Responsibilities

Organisation

- To inspire department members by personal example, determination and commitment
- To effectively manage the human resources at the Department's disposal, including teaching, nonteaching and support staff.
- To be responsible for continuously improving the quality of teaching and learning in the Department by monitoring and reviewing standards and providing evaluation feedback to bring about further improvement.
- Ensuring high standards of learning, addressing any issues evident from internal and external reports, self-review, or OFSTED inspection where learning falls below the required standards. This includes out of hours learning (homework). To be responsible for maintaining good behaviour in the Department including supporting staff during lessons when appropriate.
- To play a major role as a middle leader in the development of all aspects of the College, including its policies and their implementation.
- Ensuring that all courses have schemes of work that enable examination objectives and other whole College objectives to be met. Ensuring that those courses are appropriately resourced.
- Ensuring that learning is personalised through good use of assessment data and good assessment practice including focused work for all ability levels including those with Special Educational Needs and those who are identified as Gifted and Talented.
- Ensuring value for money and the effective deployment of the department's annual budget



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- Participate in the College Performance Management process, and engage in professional development activities to enhance personal performance, fulfil professional potential, and be able to participate effectively in the implementation of the College ambitions and Development Plans.
- All employees of St Augustine's Catholic College are expected to be supportive of the Christian ethos of the college, its vision and core values.
- To ensure the effective organisation, storage and use of department resources.
- To ensure effective communication regarding extracurricular activity to parents, students and staff. Where appropriate, responsibility for the NEA for both GCSE and A Level.
- To manage the department's contribution to the school newsletter and website.

Curricular/Departmental Development

- To contribute towards continuity and progression within the whole College curriculum.
- To oversee the Department development plan, its implementation and the part it plays in the whole College development.
- To lead the development of the subject curriculum, ensuring that comprehensive schemes of work are in place which include a range of teaching and learning styles providing a rich experience for students, and to incorporate a variety of assessment methods at key points to enable accurate judgements on pupil progress.
- To embed literacy as part of the department's curriculum.
- To develop departmental strategies for the students' spiritual, moral, social and cultural development, including PSHE. To monitor and evaluate the teaching in the Department by undertaking regular lesson observations, learning walks and work scrutiny.
- To develop departmental strategies and procedures (using national and school guidelines) for teaching and learning for students with special educational needs.
- To work with the SENCO to ensure IEPs are used to set subject-specific targets, and to match curricular materials and approaches to pupil needs.

General

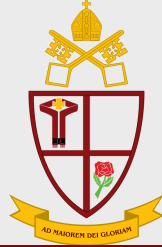
- To be a Tutor to an assigned Tutor Group if required, and to carry out related duties in accordance with the general job description of Tutor.
- To meet regularly and work with the appropriate 'SLT link' for professional support and to develop effective departmental management.
- To oversee and monitor the accuracy of exam entries and dates and to work effectively with the exam officer.
- To act as the initial person for others to contact regarding all issues relating to the subject.
- To oversee and monitor liaison with other curriculum coordinators in order to develop integrated schemes of work, e.g. Mathematics, SEN, ICT and PSHE.
- To inform staff about new developments and ideas related to the subject and wider education policy and the Department.
- To co-operate with the Health and Safety management and inspection process.
- To manage the provision of information to parents/carers and other staff about curricular choices, and choice of teaching groups for individual students and groups of students.
- To provide helpful and accurate responses to parents/carers enquiries.
- To manage the Department's contributions to the School website.
- To forge appropriate and mutually beneficial links with local and national groups (relevant to aspects of the specification) and other institutions.
- To manage the Department's contribution to the School Prospectus and other publicity materials.

(cont'd)

- To oversee the organisation of trips and visits as organised by the Department.
- To provide or organise in-service training for the department staff (teaching and non-teaching) as appropriate.
- To have day-to-day responsibility for the monitoring, support and assessment of ECT's.
- To delegate tasks in a way which maximises the use of available talent, experience and enthusiasm and provides development opportunities for all staff.
- To use the Performance Management cycle to assist in enhancing the professional development aspirations of colleagues.
- Organisation of and attendance at Open Evenings and other school occasions to promote the department. As specified in the current School Teachers' Pay and Conditions Document, the Contract of Employment and the attached Generic Role description.
- All staff share responsibility for the pastoral care of students and will be assigned duties.
- To carry out a share of supervisory duties in accordance with published rotas.
- Support Teaching partners or Support Staff with day to day issues.
- Ensure effective communication with all colleagues (teaching and support staff).

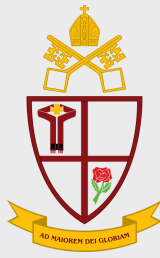
This Job Description is current at the date shown but in consultation with you may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.

The particular duties and responsibilities attached to posts may vary from time to time without changing the general character of the duties or the level of responsibilities entailed. Such variations are a common occurrence and would not themselves justify the re-evaluation of the post. In cases, however, where a permanent and substantial change in duties and responsibilities of the post occurs, consistent with a higher level of responsibility, then the post would be eligible for re-evaluation.



Person Specification

	Essential Requirements	Desirable Requirements	How identified
Qualifications /Training	<ul style="list-style-type: none"> Ability to teach a science up to A Level Appropriate degree relating to the subject. Qualified Teacher Status. Evidence of professional development. Line management experience 		Application form
Experience of Teaching and Educational Leadership	<ul style="list-style-type: none"> Outstanding practitioner. Successful record of teaching science at all levels Ability to teach pupils with a full range of educational needs, including SEND. Experience of leading change which positively impacts on students' experiences Experience of strategies to increase pupil progress. Willingness to initiate and regularly support extra-curricular activities to promote the subject and the wider school ethos. Evidence of coaching/mentoring colleagues 	Previous whole school responsibility	Application form/ interview/ task/ lesson observation
Professional Knowledge and Understanding	<ul style="list-style-type: none"> Excellent subject and curriculum knowledge Experience of planning, implementing and reviewing schemes of work. Knowledge and application of a range of teaching and learning strategies, including all relevant government initiatives. Ability to be proactive in developing strategies for improvement in aspects of work in the department. Sharp focus on data Effective use of formative assessment 	TEEP training	Application form/ interview/ task/ lesson observation
Personal and Professional Qualities and Attributes	<ul style="list-style-type: none"> Committed to safeguarding and promoting the welfare of students. Ability to inspire and motivate pupils. Ability to hold candid conversations that bring about development in practice Excellent interpersonal skills. Ability to develop teamwork. Capacity to communicate an enthusiasm for learning. Ability to communicate effectively with a range of audiences and a range of media. Ability to develop positive relationships with students, parents and colleagues. Ability to motivate and lead others effectively Excellent time management. A positive attitude and mindset. Commitment to the pastoral care of all students. 		Application form/ interview/ task/ lesson observation



A Career at St Augustine's

St Augustine's Catholic College is seeking to appoint outstanding individuals. Staff are our most valued asset and we aim to support them both in their current roles and to develop them for future careers. Working alongside the teaching staff, we have a skilled support staff team who perform vital roles within the College. Continuous professional development plays an important role in ensuring that the quality of teaching is very high within the College. There are many opportunities for development, with staff working collaboratively with neighbouring secondary schools within the area.

Professional Development

We are an SSAT leading edge College and use the TEEP model as a framework for Teaching and Learning, and development of outstanding practise.

At St Augustine's, we tailor CPD to an individual's aspirations and make sure that lesson observations are developmental and thoroughly supportive. We run pop up hotspots led by staff, to coach and mentor one another, encouraging a culture of collaboration.

All support staff meet annually with their line manager to discuss their career aspirations and how the College could help support those. There is a well-developed induction programme to ensure that new staff settle in well and any additional needs are discussed. Training courses on a wide range of topics are available and the College is always open to consider appropriate professional qualifications. Staff are encouraged to join supportive peer groups which may be comprised of local or national colleagues working in a similar role and the College works hard to foster links with other local schools to share ideas and support each other. Support staff are considered integral to the successful running of the school and are expected to take part in whole school training and team building events where appropriate.

Cyclescheme

St Augustine's Catholic College is a registered employer of the Cyclescheme which is the UK's most popular Cycle to Work benefit, providing staff members with the opportunity to purchase a bike of their choice, tax free. Staff can save 25-39% of the cost of a new bike and accessories whilst also spreading the cost. Payments are deducted via payroll over a term of 12 months.

Staff Wellbeing

A Staff wellbeing group has been set up, giving opportunities for staff to suggest strategies that would possibly impact wellbeing, alongside regular wellbeing audits. We pride ourselves on being a family-centred College, with policies such as Shared Parental Leave and Flexible Working to reflect this.

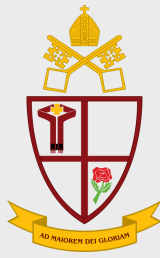
We understand the importance of a healthy work/life balance so we make sure that there is minimal report writing and data capture is measured and timely – we report progress two or three times a year (depending on year group). We also have a marking and feedback policy that considers a teacher's workload and is tailored to each individual department.

Pension Scheme Contributions

The Local Government Pension Scheme (LGPS) is available to all support staff and is a Defined Benefit pension scheme based on your salary and how long you have paid in. It offers a secure income for life which increases every year in line with inflation. The College pays in a large percentage to ensure that your fund is sufficient at the time you retire.

Benefits are:

- You will receive tax relief on the contributions you pay (calculated as a % of your annual pay)
- You have the option to increase your own contributions
- There is a 50/50 option where you can pay half of your normal contribution in return for half your normal pension when times are financially tough
- Your family receives immediate life cover and there is a pension for your spouse or partner and eligible children in the event of your death in service
- If you become seriously ill you can take your pension straight away



Pension Scheme Contributions (cont'd)

The Teachers' Pension scheme is available to all teaching staff and is a Defined Benefit pension scheme based on your salary and how long you have paid in. It offers a secure income for life which increases every year in line with inflation. The College pays in a large percentage (currently 23.68%) to ensure that your fund is sufficient at the time you retire.

Benefits are:

- You will receive tax relief on the contributions you pay (calculated as a % of your annual pay)
- You have the option to increase your own contributions
- Your family receives immediate life cover and there is a pension for your spouse or partner and eligible children in the event of your death in service
- If you become seriously ill you can take your pension straight away
- Your pension is normally payable from your normal pension age but you can choose to retire or flexibly retire any time after 55 which will increase or decrease your pension.

Support

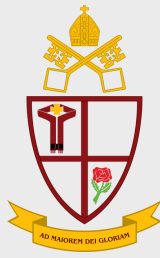
The school calendar and training is planned in advance across the whole year so people know what is happening and when. We have a highly effective and proactive support staff that play an important role in supporting teaching and learning, including an in-house cover supervision team.

Community Focused

At St Augustine's we are a community working together with a common purpose and motivation. An important part of working together as a community involves valuing each other, working together and living in friendship; empowering us all to be the best we can be.

Our aim is to ensure that all staff feel welcome, recognised and valued as members of our inclusive Christian community. Every member of staff is treated with equality, dignity, and respect; staff are protected from discrimination, and diversity is embraced.

We aim to give every member of staff equal access to opportunities, while catering to individual needs, which will allow them to contribute fully and fairly to flourish in our faith community.



How to apply

If you feel that you would like to join this thriving department, and that you can offer what we seek, please complete the application form on our website. Please consider all the details of the candidate information pack, complete all sections of the application form including your supporting statement that sets out your interests in this post, how you meet the requirements for this role and your ambitions for the College.

Completed application forms should be returned via email to HR@st-augustines.wilts.sch.uk before the deadline date.

Applications will be reviewed as they are received. Early application is therefore advised with interviews possibly being arranged in advance of the closing date.

St Augustine's Catholic College reserves the right to make an appointment before the closing date.

To arrange a tour or an informal conversation about the role, please email HR@st-augustines.wilts.sch.uk.

Please visit our website at www.st-augustines.wilts.sch.uk for more information about our College.



St Augustine's Catholic College

Together we're stronger



Headteacher: Aidan Dowle

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Trowbridge,

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