JOB DESCRIPTION

Date	29/03/2018

Job title: Science Teacher

Reporting to: Executive Head

Department/School: Clifton Lodge School

Scope: Permanent Full Time – September 2018

Checks: Enhanced DBS, Overseas checks, Employers references

The job holder's responsibility for promoting and safeguarding the welfare of children and young person's for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the relevant Cognita Safeguarding; Child Protection Policy and Procedures at all times. If in the course of carrying out the duties of the role, the job holder identifies any instance that a child is suffering or likely to suffer significant harm either at school or at home, s/he must report any concerns to the School's Child Protection Officer/Designated Safeguarding Lead or to the Head or indeed to the Regional CEO so that a referral can be made accordingly to the relevant third party services.

Working With Us

Achieving more than you believed possible – that's what constitutes a quality education. At Cognita it is what we strive for in our schools. We want it for our children, and we want it for the people who work for us.

Since Cognita's launch in 2004, we've built an international network of 67 schools that serve some 30,000 pupils across seven countries in the UK, Europe, Latin America and South-East Asia.

Cognita's international network of schools and regional offices, combined with our ongoing investment in the professional development of our people, means we can offer first-class career opportunities with a global dimension. If you want to take your career further, we want to support you in achieving that goal within Cognita.

Job Summary

To teach and develop Science across the age (Years 2 to 8) and ability range.

To be a teacher who cares equally about the Science they teach and the children for whom they are responsible, who has the highest possible expectations of each and every one of their pupils, and who, can keep order and explain ideas with clarity and enthusiasm that captures the child's imagination.

Key Responsibilities

- To have a secure knowledge and understanding of the concepts and skills in Science.

- To prepare and maintain schemes of work for Science, teach agreed lessons and produce teaching resources, set homework, mark work, complete assessments, portfolios and pupil monitoring and tracking.

- To promote, at all times, the safeguarding of children and keep themselves up to date with current practice.

- To make the designated teacher for child protection aware of any concerns regarding the welfare of any pupil at the school.

- To promote and maintain a purposeful, productive learning environment.

- To prepare and deliver a programme of work suited to meet the needs of the assigned teaching groups, in line with the Science schemes of work and relevant National Curriculum requirements.

- To contribute to cross curricular activities.

- To keep records of teaching and of individual pupils' progress and development

- To work with other staff, to co-ordinate schemes of work and to give and receive assessment data for pupils moving up the school.

- To attend staff meetings as required.

- To prepare reports and attend parents' evenings. To liaise with parents (in consultation with the Executive Head) regarding pupil learning issues in Science.

- To promote Equal Opportunities and support school policies.

- To keep up to date with school and Cognita policies and initiatives.

- To carry out any additional responsibility negotiated with the Executive Head.

Principal Working Relationships

Internal: Executive Head, Head of School, Assistant Head,

External: Pupils, parents

Person Specification

Category Item	Essential	Desirable
Experience		
NQT or Qualified Teacher Status	✓	
Ability to teach KS2 / KS3 / Common Entrance	✔	
Able to offer KS1 teaching		✔

Education and training		
Graduate with teaching qualification	✔	
Knowledge and understanding of current issues in Science Education	✔	
Understanding of the importance of ICT to raising standards and a commitment to e-learning or willingness to develop		✔
Skills and Abilities		
Ability to work as a team member and to form good working relationships with colleagues	✔	
Initiative	✔	
Approachable, can form positive relationships with students, colleagues and members of the community.	✔	
Good Organisational skills	✔	
Good Communication skills	✔	
Evidence of good classroom practice and excellent teaching	✔	
Evidence of successful teaching to a range of abilities	✔	
Ability to meet deadlines and show good attention to detail	✔	
Ability to undertake tasks related to monitoring and evaluation	✔	
Commitment and ability to work with colleagues to improve classroom effectiveness and raise achievement	✔	
Ability to manage students firmly, fairly and effectively	✔	
Competent User of ICT or willing to develop		✔

Disposition		
Enthusiastic, positive and determined	✔	
Well motivated and hard working	✔	
Reliability and integrity	✔	
Good personal presentation	✔	
Other Requirements		
A commitment to safeguarding children and promoting their welfare	✔	

A willingness to undergo enhanced CRB checks	✔	
Strong educational values	✔	
Committed to extending opportunities for students in Languages	✔	
Record of good health and attendance	✔	
Willing to contribute to extracurricular activities (one club / week, 4-30 to 5-30)	✔	
An excellent record of attendance and punctuality	✔	

Competencies for the Role:

Role Specific
- To be committed to ensuring that every student is given the opportunity to achieve their potential and meet the high expectations set for them.
- To set high expectations for students' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships.

Values Based Behaviours – the behaviours associated with our company values
- Excellence
- Respect
- Integrity
- Collaboration
- Accountability

Remuneration
- Competitive salary
- Contributory pension scheme
- School fee discount
- Professional development

Signed: .... Date: ………………………………………………

Name (Print): ....