



Executive Principal: Rhodri Bryant



**‘Students have outstanding attitudes to learning. Behaviour is excellent.’
(OFSTED February 2013)**

IMAGINE walking into school and seeing a dinosaur – or a plane - or a badger. The Langley Academy is not just another school; it is a new way of learning. As the UK’s first museum school The Langley Academy has a museum within the building. Here you are encouraged to use your imagination to create new ways to ignite students’ desire to learn.

We are ideally situated, only minutes from the M4 at Junction 5 and the M25, and with excellent rail links to Central London. If you chose to live here, renting is cheaper than in Central London, yet you are in town quickly. Windsor, Marlow or Henley are close and if you enjoy weekend travelling it takes about 15 min to Heathrow. We border Buckinghamshire, with no less than 100,000 acres which are designated Areas of Outstanding Natural Beauty - including a substantial part of the magnificently wooded Chiltern Hills. Whether you are into the outdoors or want to be close to London, working here is ideal.

HEAD OF FACULTY – SCIENCE – SEPTEMBER 2017

L4 – L12 (depending on experience)

Influential role in our wider leadership team

We are fully staffed!

We have amazing resources

A very generous budget

Science is our main specialism

Come and see it to believe it!!

If you are interested in this post, please complete the online application form (www.langleyacademy.org) and e-mail to Sarah Friend, (Sarah.Friend@langleyacademy.org) by 19th May 2017 noon.

Interviews will be held w/c 22th May 2017

The Langley Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

All appointments are subject to a DBS check

The Langley Academy

Job Description

Head of Science Faculty

Purpose of the job

To provide highly effective leadership and management of teachers and support staff in the Science faculty

To lead and develop the curriculum in order to secure high quality teaching and the effective use of resources

To improve standards of learning and outcomes of all students at KS3, 4 and 5 within an atmosphere in which students feel challenged, valued and secure

To be part of a middle leadership team that are focussed on improving standards

Reporting to

Academy Director

Liaising with

Executive Principal, Head of School, Directorate, Leadership Team, Heads of Faculty, Raising Standards Leaders, Heads of House, SENCO, Subject Leaders, Student Support Managers

Salary/Grade

L4 – L12 (plus fringe)

KEY FUNCTIONS

- To lead best practice in teaching within the Faculty, working with the second/third in Faculty and other colleagues to ensure excellence in teaching and learning, so that lessons are challenging and exciting, evaluating the quality of teaching and standards of students' achievement, and setting targets for improvement
- To provide professional leadership and management for the Faculty to secure high quality teaching, effective use of resources, and high standards of learning and achievement for all students

- To ensure high standards of attendance and behaviour in the Faculty, establishing and maintaining policies and practices to promote positive student behaviour and achievement in the Faculty within the framework of the academy Behaviour for Learning Policy
- Within the context of the academy's aims and policies, to develop and implement Faculty policies, plans, targets and practices
- To support the Directorate in the running of the academy and be an active and supportive member of the Leadership Team

SPECIFIC RESPONSIBILITIES

The main responsibilities of the post are to:

- lead the teaching and learning of the Faculty, demonstrating best practice and supporting colleagues to deliver challenging and exciting lessons
- provide a well-planned, challenging and purposeful learning environment for students in the Faculty
- monitor, challenge and support the work of Faculty staff
- set expectations and targets for staff and students in relation to standards of student achievement and the quality of teaching; establish clear targets for student achievement, and evaluate progress and achievement in the subject by all students, including those with special educational and linguistic needs
- ensure that information about students' achievements in previous classes and schools is used effectively to secure good progress across the Faculty
- ensure effective development of students' literacy, numeracy and information technology skills through the curriculum
- analyse and interpret relevant national, local and academy data, plus research and inspection evidence, to inform policies, practices, expectations, targets and teaching methods
- oversee the effective use of data to identify students who are underachieving within the Faculty and where necessary create and implement effective plans of action to support those students
- lead the curriculum development work of the Faculty, including the development and implementation of course outlines, syllabuses and schemes of work

- be responsible for the devising, implementation and updating of Faculty policies which reflect the academy's commitment to high achievement and effective teaching and learning
- ensure that trainee and newly qualified teachers are appropriately trained, monitored, supported and assessed in relation to standards for the award of Qualified Teacher Status, the Career Entry Profiles and standards for induction
- ensure the effective and efficient management and organisation of learning
- lead, support and carry out policies and practices to promote positive student behaviour and achievement in the Faculty within the framework of the positive discipline policy to ensure good behaviour in lessons
- manage the Faculty detention system to support the operation of the Behaviour for Learning Policy
- lead the development of a programme for the most able and gifted students within the Faculty
- lead the setting of homework on a regular basis and ensure that student work is marked promptly and effectively
- lead the assessment, monitoring, recording and reporting on student achievement in line with academy policy, including writing student reports and attending parents meetings
- assist in the identification of student special educational needs, and support the work of the SEND Team, including participation in the writing and review of individual education plans
- work with the SENCO and other staff with special educational needs expertise, to ensure that individual education plans are used by teaching staff to set subject-specific targets and match work well to students' needs
- manage the Faculty capitation budget and resources, establishing staff and resource needs for the subject and advising the Executive Principal and senior managers of likely priorities for expenditure, and allocating available subject resources with maximum efficiency to meet the objectives of the academy and subject plans and to achieve value for money
- provide Faculty timetable information to the Timetable Manager and liaise with him/her to produce an annual timetable, to ensure the best use of subject and other expertise
- monitor and record student attendance and punctuality in the Faculty in line with academy policy, and support the Leadership Team and Raising Standards Leaders in the maintenance of high levels of student attendance

- ensure that the Faculty meets the requirements of the examination boards with respect to invigilation, moderation and marking
- liaise with the Executive Principal on Faculty vacancies and subsequent appointment procedures
- chair Faculty meetings
- support staff in the Trust primary schools in the development of assessment transfer strategies
- prepare for and participate actively in meetings of the Leadership Team
- actively support and participate in the museum learning programme
- participate in and support the performance management policy
- make familiar with the requirements of the H&S Policy, Codes of Practices, Risk Assessments and other safety related documentation relevant to their job role.
- continuously review and monitor implementation of the Faculty's H&S Policy and ensure that statutory requirements are met by all teachers
- raise the Faculty's awareness of current and significant safety issues in science teaching
- lead the production of a Faculty Self Evaluation Form and update it termly
- lead the production of Faculty FIP as part of the Academy Improvement Plan, to include staff development and training implications
- assist in the development of the Academy Improvement Plan and its review mechanism
- undertake such other duties as reasonably required by the Executive Principal