



**THE AVON VALLEY SCHOOL
& PERFORMING ARTS COLLEGE**





Information for Job Applicants

Thank you for your interest in our vacancy.

The Avon Valley School is a popular and over-subscribed foundation school providing an exciting and ambitious curriculum for 11 to 16 year-olds. We are committed to building supportive, professional relationships between students, staff, parents and carers and the community that we serve.

At The Avon Valley School we have established a strong community where staff and students work together in an atmosphere of mutual respect. Our students are valued as individuals and encouraged to develop their abilities to the full. We are proud of their progress and of their achievements, both academically and in a wide range of extra-curricular areas.

The Avon Valley School is a forward looking school with proud traditions. We want all of our students to make the most of the opportunities that the school has to offer and to develop into thoughtful, articulate, confident and responsible members of society. We have high expectations and provide the support that each student needs to ensure success; as a result, standards are constantly improving.

Avon Valley staff are welcoming, committed and maintain the highest expectations of both themselves and our students. We have a firm commitment to professional growth for all our staff, reflected in our continual professional development and learning opportunities.

Across the school, teaching is creative, ambitious and evidence-informed which promotes a place of learning that challenges and supports all students to aspire, engage and achieve.

In our most recent Ofsted inspection (2017) we retained our categorisation as a 'Good' school. The report noted that:

- Senior leaders work very effectively as a cohesive and positive team
- Staff responses to Ofsted's online survey were overwhelmingly positive about all aspects of the school
- Leaders are very focused on raising pupils' aspirations and their cultural horizons.
- Pupils have very positive attitudes to learning.

Of all our achievements, we are most proud of our students: their enthusiasm, eagerness to learn and willingness to contribute to the various opportunities that life at The Avon Valley School offers and we are united in our commitment to ensuring that all our students receive an excellent education that develops and nurtures their abilities and talents.

We welcome applicants to arrange a visit to our school to see first-hand our learning environment and we hope this information pack provides useful insight into life, work and learning at The Avon Valley School.

Finally, I would like to take this opportunity to wish you every success in your application to join our exceptional team.

Alison Davies, Headteacher



Advertisement – May 2023

Assistant Faculty Leader – Science

Salary: TMS/UPS + TLR2b

Full Time Permanent

Job Start: September 2023

We are seeking an outstanding and motivated Assistant Faculty Leader for Science to join our team at The Avon Valley School. The successful candidate will be highly skilled and dynamic, committed to raising standards for our students. The school offers a distinctive ethos where we aim to inspire and support every student to fulfil both their academic and personal potential.

We are looking for an experienced colleague who has a proven ability to put policy into practice. Excellent interpersonal, communication and organisational skills are a priority.

We can offer you:

- A supportive faculty, and Senior Leadership Team
- A focus on staff development and internal promotion
- Employee benefits such as the cycle to work scheme and wellbeing support

If you are committed to making a difference for the students at The Avon Valley School and Performing Arts College then we would love to hear from you.

Closing date: Midday Friday 19th May 2023

Interviews to be held: Week commencing Monday 22nd May 2023

For further information please visit our website, email HR: mpearson@avonvalleyschool.uk or telephone: 01788 542355. Please note we do not accept CVs without an application form.

The Avon Valley School is committed to safeguarding the welfare of children and young people and expects all staff and volunteers to share this commitment. The above post is subject to a satisfactory DBS Enhanced Disclosure Certificate with Barred List check (child) via the Disclosure and Barring Service.



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Job Description

Job Title: Assistant Faculty Leader - Science

Accountable to:	Faculty Leader	Line Managing:	N/A
Post type:	Full Time, permanent	Salary/Grade:	TMS/UPS + TLR2b
Liaising with:	Parents/carers, staff, visitors, students		
Every member of staff is required to:			
<ul style="list-style-type: none">• Work towards and promote the vision, beliefs, aims and expectations of the school• Support and contribute to the safeguarding of all students• Undertake professional development activities to enhance personal development and performance• Maintain high personal professional standards of attendance, punctuality, appearance, conduct and positive relations with students, parents and staff			
Broad Description			
At the core of this role is support for the Faculty Leader, in the leadership of the Faculty of Science, ensuring provision of an appropriately broad, balanced, relevant and differentiated curriculum for pupils studying subjects within the Faculty with particular responsibility for KS3/KS4. In addition, strategic leadership is required to ensure the Faculty thrives and develops in accordance with the School Improvement and Development Plan, and the Raising Achievement Plan.			
Leadership			
<ul style="list-style-type: none">• To be a member of the Faculty Leadership Team and to deputise for the Faculty Leader as required.• To assist the Faculty Leader to provide strategic leadership of the Faculty that sets out high expectations, has a clear focus on student progress and achievement and is outlined through aims, objectives and the improvement plan.• To assist the Faculty Leader to raise standards of students attainment to deliver targets identified in the School Improvement and Development Plan.• To assist the Faculty Leader to secure, maintain and integrate the collaborative effort of the Faculty staff so that involvement, commitment and team ethos are promoted.• To meet with the Faculty Leader on a regular basis to discuss and account for the work of the Faculty at KS3/KS4.• To develop and enhance the teaching practice of others through motivating and supporting staff.• To communicate a positive image of the School.• To develop and enhance the teaching practice of others through motivating and supporting staff.			
Quality Assurance			
<ul style="list-style-type: none">• To assist the Faculty Leader to develop quality assurance systems for work completed within the Faculty, including the writing of pupil reports.• To assist the Faculty Leader to plan and implement assessment procedures that provide accurate information about student progression and to use the information collected to improve teaching and learning and to inform and motivate students and their parents.• To assist the Faculty Leader to establish clear targets for achievement in the subject and evaluate progress through the use of appropriate assessments and data analysis.• To assist the Faculty Leader to contribute towards the writing of the School Self Evaluation Form.• To assist the Faculty Leader in the regular review of the standards within the Faculty• To assist the Faculty Leader to ensure School procedures for marking, assessment, recording and reporting are followed by the Faculty and introduce quality assurance systems.			



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- To assist the Faculty Leader to ensure effective systems are in place to monitor and track pupil progress within the Faculty's subjects and ensure appropriate systems are introduced to support pupil progress.

Curriculum

- To assist the Faculty Leader to plan and oversee the implementation of curriculum development and ensure that the development of Faculty subjects is in line with national developments. In particular to take responsibility for the curriculum at KS4.
- To assist the Faculty Leader to ensure, within the Faculty area, an appropriate curriculum is delivered to all pupils, including the gifted and talented and those with special educational needs.
- To maintain a clear understanding of contemporary educational developments and initiatives at national, regional and local level and lead in their implementation where appropriate.

Teaching and Learning

- To be a lead practitioner for teaching and learning within the Faculty.
- To assist the Faculty Leader to oversee and co-ordinate the development of appropriate specifications, resources, schemes of work, marking policies, assessment and teaching and learning strategies within the Faculty.
- To assist the Faculty Leader to ensure consistency of systems and policies throughout the Faculty.
- To provide the lead on monitoring and following up pupil progress within the Faculty at KS3/KS4.
- To assist the Faculty Leader in establishing appropriate standards amongst pupils within the Faculty at KS3/KS4.
- To be responsible for raising pupil attainment / achievement throughout KS3/KS4.
- To provide guidance and advice to teachers within the Faculty.
- To facilitate and encourage the sharing of good practice across the curriculum.
- To assist the Faculty Leader to initiate and organise curricular and extra-curricular enhancement activities related to Science at KS3/KS4

Management

- To assist the Faculty Leader in the creation of the Faculty Improvement Plan.
- To assist the Faculty Leader at Faculty meetings, keeping subject staff up to date on initiatives and decisions at a national level and within the school
- To make recommendations as to how data can be used to bring about improvement and ensure the implementation of any consequent changes at KS3/KS4.
- To provide necessary support and intervention in addressing poor pupil behaviour within the Faculty at KS3/KS4
- To contribute significantly to the implementation of School policies and practice. To promote collective responsibility for their implementation, with particular emphasis on ensuring Health and Safety within faculty areas.

Administration

- To assist the Faculty Leader in ensuring pupils are entered for the appropriate public examinations, that controlled assessment requirements determined by the examination board are met and that all necessary documentation is completed within the Faculty.
- To assist the Faculty Leader to allocate students to teaching groups and maintain up to date set lists at KS4
- To assist the Faculty Leader to ensure appropriate work is left for pupils to complete in the event of staff absence within the Faculty

Staff

- To promote teamwork and to motivate staff to ensure effective working relations.
- To participate in the interview process for new teachers within the Faculty and participate in the effective induction of new Faculty staff, including NQT's, in line with School procedures.

Resources

- To assist the Faculty Leader in discussions on the Faculty budget.
- To ensure appropriate risk assessments are carried out for the Science department, Science trips and activities.



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General

- The responsibilities outlined above are additional to those contained in the Classroom Teacher's job description.
- The Assistant Faculty Leader is line managed by the Faculty Leader and is accountable for the responsibilities outlined above.
- In addition to the responsibilities outlined above, an Assistant Faculty Leader is expected to be flexible and may be asked, within reason, to perform other duties, determined through negotiation with his / her line manager or by the Headteacher.

Key Organisational Objectives

The Post holder will contribute to the school's objectives in service delivery by:

- Enactment of Health and Safety requirements and initiatives as directed
- Ensuring compliance with Data Protection legislation
- At all times operating within the school's Equal Opportunities framework
- Commitment and contribution to improving standards for students as appropriate
- Acknowledging Customer Care and Quality initiatives
- Contributing to the maintenance of a caring and stimulating environment for students.
- Promoting and safeguarding the welfare of children and young persons s/he is responsible for, or comes into contact with.

Continuing Professional development

- Take responsibility for personal professional development, keeping up-to-date with research and developments
- Undertake any necessary professional development as identified
- Maintain a professional learning portfolio of evidence to support the appraisal process including the incorporation of targets related to leadership, evaluating and improving own practice

Additional Duties

- Contribute to the life of The Avon Valley School and Performing Arts College, and support its ethos and policies
- Undertake any other duties as reasonably required by the Headteacher

This job description may be reviewed and be subject to amendment or modification after consultation with the post holder. It is not a comprehensive statement of procedures and tasks, but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties.

Safer Recruitment Statement:

We are committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment. This post requires Enhanced Disclosure (DBS).



Person Specification Assistant Faculty Leader - Science

	Essential	Desirable	Evidence
Qualifications & Experience	<ul style="list-style-type: none"> • QTS and a good honours degree relevant to the subject • Outstanding classroom practice that inspires students and adds value to their progress • Proven track record of having impact on students' outcomes in current post/teaching practice school 	<ul style="list-style-type: none"> • Further formal professional development 	Application form, letter & references
Skills & Knowledge	<ul style="list-style-type: none"> • Substantial knowledge and understanding of developments in the teaching and learning of the subject • Ability to relate to teaching staff, other professionals, parents, students and governors. • Experience of new technologies to support teaching and learning. • Ability to use data effectively to monitor student progress • Ability to work as a member of a team and /or independently 		Letter, references & selection process
Personal qualities and skills	<ul style="list-style-type: none"> • Enthusiastic, sensitive, flexible, hard working with a sense of humour and ability to remain calm • High level skills of communication, time management and prioritisation • Excellent interpersonal skills and organisational skills • Ability to support and challenge • Ability to inspire, motivate and influence others • Enjoyment in teaching and working with young people • Commitment to working in a team and ensuring that the team develops positively and creatively • Ability to organise events such as the subject component of Open Evening and to chair meetings 	<ul style="list-style-type: none"> • Ability to ask for help if required • Concern for the welfare of the school community 	Letter, references & selection process
Special Requirements	<ul style="list-style-type: none"> • Excellent punctuality and attendance record • Willingness to participate in the extracurricular life of the school 		References & selection process