



Laxton  
Junior School

OUNDLÉ

# Head of Science

Application Pack



# About our School

Thank you for your interest in Laxton Junior School. We are an independent, co-educational day school, with 260 children aged 4 to 11, in the beautiful market town of Oundle. We are part of The Corporation of Oundle School and, therefore, as stated by The Corporation's Royal Charter, our object is to provide our children with an education of the very highest class.

Our children and their learning are the centre of all that we do at Laxton Junior School. In a caring and supportive environment, they become exceptional, lifelong learners, who confidently embrace the wide-ranging opportunities that we offer and are able to face challenges with determination and resilience.

We believe that all learning opportunities should be challenging, inspiring and engaging and, through our talented and passionate staff, we ensure this contributes to fantastic progress and results; which, in turn leads to a smooth transition into their chosen senior school. As a non-selective school, the personalised learning programmes that we have in place ensure that all our children, from

those with additional learning needs to those working beyond age-related expectations, receive the perfect balance of support and challenge, alongside a sense of fun and enjoyment that must accompany learning.

Whilst the academic standards of our children are very high indeed, we believe that the development of each child is about more than their achievements in the classroom. Through a commitment to community partnerships, excursions, educational visitors, outdoor learning, extra-curricular activities, sport, music and drama, an education at Laxton Junior School offers an incredible array of opportunity.

Our children develop into confident individuals who are kind and respectful; they have the necessary independence to thrive in senior school whilst recognising the importance of collaboration through excellent communication and teamwork skills. From Reception to Year 6, our children are impressive, ever excited about engaging with the education we offer and determined to make the most of every opportunity.





# About the Role



The Head of Laxton Junior School invites suitable candidates to apply for the post of Head of Science, to take effect from September 2024.

Laxton Junior School has an excellent reputation for teaching and learning, with children excelling across the curriculum. We are looking for an outstanding teacher - to join our dedicated and talented team - who embraces professional development and innovation, and has the imagination and energy to inspire a love of learning in every child, enabling each to make the very best progress possible.

What's more, we are a school that values kindness above all else and are looking for a person who cares about children, their wellbeing and learning, and is committed to supporting them to be happy and successful in all that they do.

As well as the Class Teacher responsibilities, the successful candidate will, in conjunction with the Assistant Head Academic, set the strategic direction for Science and ensure excellent standards of teaching, learning and assessment are achieved across the school. We are looking for someone who will ensure that all children emerge from Laxton Junior School as curious, analytical and critical thinkers who, above all else, have a deep enthusiasm for exploring and understanding the world around them.

This is an exceptional opportunity for a talented, dedicated and inspiring individual, who has a forward-thinking and passionate approach to education, to contribute to the future development and continuous improvement of Science, and shape the academic direction of this subject for years to come.

The successful candidate will become part of a welcoming and engaged community of teachers, teaching assistants and support staff, all of whom are committed to supporting our children to become fantastic young people who are ready for the challenges and opportunities that lie beyond our school.

# Key Responsibilities

## Learning, Curriculum and Assessment

- Instill a love for creativity and ambition through the planning and teaching of an innovative Science curriculum including aspects of STEAM within the schemes of work.
- To develop a distinct and positive learning culture within the Science department.
- To foster and promote a passion and enthusiasm for the subject area.
- To liaise with the Leadership Team to ensure the delivery of an appropriate, comprehensive, high quality curriculum program which complements the School Strategic Plan.
- To be accountable for the development, delivery and monitoring of the Department's curriculum.
- To teach Science across the school.
- To keep up to date with and respond to national developments in the subject area and teaching practice and methodology, staying at the cutting edge of the Science curriculum and up to date with developments on law changes and new IAPS directives.
- Plan educational visits and invite guest speakers to enrich and diversify the curriculum.
- To ensure that School and departmental policy is adhered to with regard to assessment, recording and reporting to parents, including effective preparation.
- To ensure that progress in Science is regularly assessed and recorded for use in reporting and monitoring in accordance with School and departmental policy.
- To monitor the performance of the department through self and pupil assessment, pupil voice, pupil achievements and lesson observations.
- Ensure that lessons are engaging and challenging for learners of all aptitudes and abilities.
- Make provision for, and monitor, the teaching of pupils with Additional Educational Needs & those of high aptitude / high attainers. Liaise with the Head of Education Support, where appropriate.

## Operational/Strategic Planning

- To develop and review Science schemes of work, resources, assessment and teaching and learning strategies in the department.
- To lead the School's STEAM team, creating exciting opportunities for STEAM inclusion across the curriculum.
- To oversee the day-to-day management, control and operation of curriculum provision within the department, including effective deployment of staff/ physical resources.
- To be responsible for the resources needed for the teaching of the subject and to audit it these regularly.
- To be responsible for the equipment belonging to the school including storage and maintenance to prolong useable lifespan.
- To actively monitor pupil progress within the department and take action as necessary.
- To implement School Policies and Procedures.
- To work with colleagues to formulate aims, objectives and strategic plans for the department which have coherence and relevance to the needs of pupils and to the aims, objectives and strategic plans of the School.
- In conjunction with the Assistant Head Academic and Computing Lead, foster and oversee the application of Technology and Digital Learning in the Department.
- To ensure that Health and Safety policies and practices, including Risk Assessments, throughout the

Department are in-line with national requirements and are updated where necessary, therefore liaising with the Deputy Head.

### **Quality Assurance**

- To establish the process of the setting of targets within the department and to work towards their achievement.
- To establish common standards of practice within the department and develop the effectiveness of teaching and learning styles.
- To contribute to the school procedures for lesson observation.
- To seek/implement modification and improvement where required.
- To ensure that the Department's quality procedures meet the requirements of the School Aims and Strategic Plan.

### **Marketing & Communications**

- To communicate effectively with colleagues and parents to ensure positive partnership.
- To be responsible for Science displays and noticeboards within the department and around the school.
- To celebrate the breadth of pupil achievements (in and out of school) through assemblies, newsletters and social media and to support the marketing department by providing content for press releases and advertising opportunities.
- In conjunction with the Deputy Head, to organise and implement trips, outings and other activities to enhance the pupils experience of Science and STEAM.
- To develop links with the local community and support the marketing team by providing opportunities to invite other pupils and schools into Laxton Junior School.
- Promote the good name and reputation of the School.

### **General**

- To uphold and enforce school expectations and to work in co-operation with colleagues to promote the high standards of behaviour and concern for others that are part of the school's Values and Mission.
- To attend meetings as are required, including Head of Department meetings, staff meetings, INSET sessions, and other such training as may be necessary.
- To undertake supervisory duties in accordance with the staff duty rota.
- To actively contribute to the School's clubs and extra-curricular programme according to the needs of the school.
- To cover for absent colleagues when necessary.
- Attend school functions, including after hours, as directed by the Head.
- To take part with the Head and Leadership Team in an annual Professional Development Review meeting, which will include the agreement of professional development/training objectives for the coming year.
- Act at all times consistently with Oundle School's Safeguarding Policy, associated procedures and standards of behaviour and in line with Keeping Children Safe in Education

(KCSIE) Part 1 and Annex B.

- Support the School's Prevent Strategy as outlined in the Prevent Policy in the Staff Handbook, ensuring that visitor and other relevant protocols are observed.
- Demonstrate an appreciation for the importance of diversity, through your actions and behaviours, with the School's Equality, Diversity and Inclusion Strategy.
- Ensure compliance with the School's Health and Safety policy and requirements.
- Carry out any other duties commensurate with the post as may be reasonably required by your Line Manager.

*These tasks are not exhaustive but highlight the significant responsibilities expected of the post holder.*

*It is the shared responsibility of the post-holder and the line manager to ensure that the job description is kept up to date.*

# Person Specification

The selection of candidates for short-listing will be based on this specification and candidates should bear this in mind when preparing their application and completing the application form.

Qualifications	Essential	Desirable
A Good Science Degree/Education Degree with Science specialism or comparable equivalent	✓	
Qualified Teacher Status	✓	
Higher degree or evidence of further study		✓
Experience	Essential	Desirable
Experience of delivering outstanding learning opportunities	✓	
Experience of leading staff through a whole school initiative that had a measurable impact on pupil progress		✓
Experience of adapting teaching and learning opportunities to accommodate the learning needs of all children	✓	
Experience of leading/delivering STEAM education		✓
Experience of involving parents/carers in the education of their children	✓	
Experience of teaching in a Prep School		✓
Experience as Form Tutor		✓
Middle leadership experience		✓
Experience of teaching Key Stage 3 Science		✓
Knowledge and Skills	Essential	Desirable
Knowledge and understanding of what constitutes outstanding planning, teaching, learning and assessment	✓	
The ability to lead, support and develop colleagues	✓	
Excellent understanding of managing and promoting positive behaviour	✓	
Ability to monitor, evaluate and review pupil performance	✓	
Excellent teamwork and collaboration skills	✓	
Excellent planning, organisation and time management skills	✓	
Excellent listening, communication and presentation skills	✓	
Excellent IT skills	✓	
Excellent knowledge of current initiatives in Science and STEAM education	✓	
Committed to Cross-Curricular collaboration	✓	
Personal Qualities	Essential	
Committed to safeguarding and promoting the welfare of children	✓	
Committed to the values of Laxton Junior School	✓	



Passionate about science, education and working with children	✓
Dedicated and hard-working and yet have a healthy work-life balance	✓
Approachable and friendly with a sense of humour and perspective	✓
Committed to playing a full and active role in the wider development of the school	✓
Kind and caring, able to build positive relationships	✓
Creative and imaginative, able to design a highly engaging curriculum	✓
Enthusiastic and energetic, able to motivate, challenge and inspire	✓
Resilient and reflective	✓
An innovator – excited by change and able to turn thinking into practical and successful outcomes	✓



# Information for Applicants

## Equal Opportunities

Oundle School and Laxton Junior School are proud to be equal opportunities employers. The School is committed to providing equal opportunities in employment. We welcome applications from all and value diversity throughout the School community.

The School is committed to the elimination of unconscious bias, promoting an ethos of inclusion, respect for others and celebrating diversity in all its forms throughout the School community.

The recruitment process will be conducted in line with our Recruitment and Selection Policy and Procedures and in such a way as to result in the selection of the most suitable person for the role in terms of relevant experience, abilities and qualifications, as well as to meet the School's compliance requirements.

The School will make reasonable adjustments to assist in the application and interviewing process of any disability identified by potential applicants.

## Employment Information

Contract	Permanent, subject to 10-month probationary period
Salary	Competitive and dependent on experience
Start Date	September, 2024

## Benefits

Pension	Teaching staff are enrolled in the School's Pension Scheme
Fee Remission	Generous fee remission is available for all children of the successful candidate at both Laxton Junior School and Oundle School, subject to places being available and in Oundle School's case, the child meeting the relevant entrance criteria
CPD	The School operates a successful and wide-ranging professional development programme, and all colleagues are supported to develop and improve
Other Benefits	BUPA Wellbeing Expenses Plan Access to some discounted tickets to the Stahl Theatre Cycle to Work Scheme Discounted membership and access to Oundle Sports Centre Family membership of the Oundle School swimming pool

The school reserves the right to alter or discontinue the provision of the benefits outlined below. The benefits, above, are summarised with full details available on request from the HR department.

## Further Information

If you have any queries relating to the specifics of the role or if you would like to arrange a visit or conversation, please contact: Mrs Lydia Waller, Head of LJS: [info@laxonjunior.org.uk](mailto:info@laxonjunior.org.uk) or 01832 277275.

# Making an Application

How to Apply	<p>Candidates should download the application form found <a href="#">here</a> and submit via:</p> <p><b>Email:</b> <a href="mailto:opportunities@oundleschool.org.uk">opportunities@oundleschool.org.uk</a></p> <p><b>Post:</b> Recruitment Team, The Bursary, Church Street, Oundle School, Oundle, PE8 4EE</p>
Closing Date	9.00am on Friday 19th April 2024
Interview	Interviews are planned to be held at Laxton Junior School, on Friday 26th April; however, we will provide shortlisted candidates with further details, upon closing.
Safeguarding and Welfare	Laxton Junior School and Oundle School are committed to safeguarding and promoting the welfare of children and young people, and expect all staff and volunteers to share this commitment. Successful applicants will be required to undergo child protection screening appropriate to the post including checks with past employers and the Disclosure and Barring Service.



# About Oundle School and the Town

## About Oundle School

Oundle School is one of the country's leading coeducational boarding and day schools, with 860 boarding and 250 day pupils.

Oundle School enjoys a strong reputation for academic excellence as the core of an all-round education and supported by outstanding pastoral care.

Departments follow GCSE, IGCSE, A level or Pre-U courses. In the past five years, 60% of all Upper Sixth results have been graded at A\*/A or equivalent; at GCSE, 86% of all grades have been graded A\*/A. The School has a strong tradition of pupils' securing places at Cambridge or Oxford, with over 20 leavers on average going on to study at one of the universities each year.

## About Oundle Town

Both Laxton Junior School and Oundle School are situated in the historic market town of Oundle, about 90 miles of London. The town is just 15 miles from Peterborough where there is a 45 minute direct train to London Kings Cross.

In the town, there are a range of independent shops, coffee houses and eateries, and a weekly market to which people visit from mile around.

Encircled by the river Nene there are numerous leisure and wildlife opportunities as well as many picturesque villages and important historical sites nearby.

Oundle School occupies much of the town, integrating beautiful Georgian architecture with modern educational and boarding infrastructure, as well as vast playing fields and the School theatre and chapel.







Laxton  
Junior School

---

OUNDLE

Laxton Junior School, East Road, Oundle, PE8 4BX  
T: 01832 277275 E: [info@laxtonjunior.org.uk](mailto:info@laxtonjunior.org.uk)  
[www.laxtonjunior.org.uk](http://www.laxtonjunior.org.uk)