

# Information pack for candidates



**ST HILDA'S**  
CE HIGH SCHOOL

WISDOM  
HOPE  
COMMUNITY  
DIGNITY  
EQUALITY  
DIVERSITY

## Dear Candidate

Many thanks for your interest in St Hilda's and the post of Teacher of Science.

St Hilda's is unique. St Hilda's is a family. We are the only co-educational Church of England school in Liverpool in key stages 3 and 4. We welcome students and their family from a Christian background, from other faiths and those who have no faith. Each individual is precious.

Although our reputation in the community is excellent, this does not mean that we do not look for opportunities to improve who we are and what we do. We live by our values and are educating for 'wisdom, hope, community, dignity, equality and diversity'. Students helped to choose our 5<sup>th</sup> and 6<sup>th</sup> values of equality and diversity. We changed to a house system to promote a sense of belonging in each of our students and members of staff. Our smaller house families come together to form the larger St Hilda's family. We chose our 6 houses very carefully. Each one of these inspirational people embody our values and have helped to shape Liverpool. We speak in more detail about Margaret Aspinall, Gee Walker, Kitty Wilkinson, John Brodie, Levi Tafari and William Roscoe on our website.

We believe in student voice, in student leadership and in high expectations. Our behaviour systems focus on a Chance to Change and we work hard in ensuring we support our students in making the right decisions, ready to take their place in our society. In 2023 SIAMS Keeping On Track report highlighted *'The school's Christian vision and associated values are at the heart of this church school. The inclusivity and celebration of the diversity of the school's community ensure that all feel welcome and valued as unique children of God.'* We are unashamedly a Christian school. Our most recent Ofsted report graded us as Good in 2021.

We are heavily oversubscribed, but this does not mean that we do not recognise that we can become even better. We are looking for someone who will join the St Hilda's family in the key position as Teacher of Science who champions all of our students, challenges where necessary and celebrates at every opportunity.

Academically, St Hilda's intake above is national average. However, our aspiration is that every single one of our students achieves or exceeds their potential, has exceptional pastoral support and has a wealth of opportunities to support their development. In this role, we are looking for a very special person with the vision and experience to help our vision become a reality. Is this you?

We welcome visits from prospective candidates, but this will not form part of the selection process. Please contact Michelle Phillips/Jacqueline Draper by email should you wish to arrange a visit [recruitment@st-hildas.co.uk](mailto:recruitment@st-hildas.co.uk)



I look forward to receiving your application if you believe that St Hilda's suits your career aspirations and you meet our criteria for selection. We are looking for a very special **Teacher of Science** whose vision can take the department to the next level.

Thank you for your time,

A handwritten signature in purple ink that reads "Jo Code". The signature is written in a cursive, flowing style.

Mrs Jo Code, Headteacher

# St Hilda's CE High School

St Hilda's CE School is an 11-18 co-educational Church of England school that sits on the fringe of Sefton Park in Liverpool. The school currently has 1065 Students. Due to parental demand for places at the school, from September 2018 we increased our Year 7 PAN from 150 to 170. We pride ourselves in being a fully inclusive school that serves our Diocese and beyond. Our vision encapsulates who we are as a school:

We are the St Hilda's family, with Jesus Christ as our cornerstone. Building on foundations of **wisdom**, **hope**, **community**, **dignity**, **equality** and **diversity**, we nurture and support each other to be or very best. We rejoice in our diversity and celebrate our many achievements.

St Hilda's also has a sixth form. St Hilda's College is an integral part of the school and last year, over 88% of Year 11 chose to continue their education at St Hilda's. The College is growing year on year.



The new school buildings were opened in September 2015. We are incredibly proud of the excellent facilities we have, including excellent sports facilities. St Hilda's College have dedicated areas in the school, including their own study rooms and café.

Our greatest asset at the school is our staff. St Hilda's staff are incredibly generous with their time and support of each student. We have an incredibly low turnover of staff and we retain many of our NQTs and former students return to work here.

This is an exciting time to join the school and become part of a hard-working and committed team who embody our vision and values.

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## Senior Leadership Team

**Jo Code**, Headteacher

Vision and values, curriculum, data, SEP, SIP, admissions, monitoring and tracking, QA systems policies

**Karen Kearns**, School Business Manager

Strategic Finance, Premises; Maintenance, Development and staffing, Health & Safety, School Calendar, Service Contracts and performance, Catering, Lettings

**Roy Bellmon**, Deputy Headteacher

St Hilda's College, IT strategy, Admissions and Appeals, Worship, SIAMs

**Suzanne Harrison**, Deputy Headteacher

Behaviour and Inclusion. Deputy DSL, Inclusion, SEND, Attendance, Director of STEM

**John Martin**, Assistant Headteacher

Deputy DSL, Behaviour support, Student Welfare, House System, Rewards and celebration, Friends of St Hilda's, parent engagement, transition

**Liz Cowdell**, Assistant Headteacher

Quality of Education, Curriculum, Teaching and Learning. Exams & Assessments KS4, CPD

**Andrea Howard**, Assistant Headteacher

Head of College, Teaching and Learning KS5, Data, ARR, Examinations and Options

**Lisa Franks**, Executive SENCo

SEND, Looked after Children Champion, Vaccinations

**Carina Bird**, Assistant Headteacher

Lead T&L Team, Quality of Education, Curriculum, Pupil Premium, St Hilda's Reads and disciplinary literacy

**Conor Merrick**, Associate Assistant Headteacher

Head of English, Literacy and Reading Intervention

**Ben Norton**, Associate Assistant Headteacher

Early Careers and Appraisals. ECF Lead, ITT Lead

**Nancy Martin**, Associate Assistant Headteacher

Head of Christian Distinctiveness and Religious Education



# Liverpool

Liverpool is a city with unique attractions, exciting events, world class sport offerings, unrivalled musical heritage and a famously warm welcome!



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## Location and Transport Links

Liverpool enjoys superb communication links. St Hilda's CE School is located close to the M62 and other major roads. There are train and bus links to St Hilda's. Liverpool Lime Street train station is the main station serving the city of Liverpool. Liverpool Airport is less than 30 minutes away.

## St Hilda's CE High School

Croxtheth Drive, Sefton Park, Liverpool L17 3AL

T: 0151 733 2709

E: [info@st-hildas.co.uk](mailto:info@st-hildas.co.uk)

I: [www.st-hildas.co.uk](http://www.st-hildas.co.uk)

## Facilities and Amenities

St Hilda's CE School is close to the 3 universities in Liverpool. We are also close to Liverpool One; a range of shops, bars, restaurants, cafes and a cinema. Speke Retail Park and Edge Lane Retail Park are also close by.

Liverpool has the largest collection of museums and galleries anywhere outside London. The city also has several hospitals, theatres, cinemas and numerous other cultural and leisure facilities. St Hilda's CE School lies in South Liverpool, overlooking Sefton Park.

## Housing and Accommodation

A range of accommodation options are available in the local area and there is a thriving rental market. The excellent transport links allow many staff at the school to live in outside of Liverpool. Help and advice can be given by the school if accommodation is required.

# SCIENCE DEPARTMENT INFORMATION PACK



An introduction to the Science Department



# Message from the Head of Science

## Mr Macaulay



St Hilda's science department is a well-established team who have a strong history of performance and outcomes. I joined the school in September 2022 and have loved my time here. The ambition of the students is high, and the collective nature of the science team is incredibly supportive. This is a good school to work in and I want teachers within the science department to feel like there is a strong team around them to help them take risks to improve their teaching and ultimately the outcomes of students.

Working in a new building allows access to modern facilities and a well-stocked prep-room. The current focus of the department has been to redevelop our KS3 curriculum, taking Rosenshine's principles into consideration when sequencing and consolidating content. The KS3 curriculum is being bookletised and excellent work has gone into the development of questioning within lessons. We believe firmly that the curriculum should be available to all our students, with real focus put on aspiration and putting 'essential' and 'powerful' knowledge into our teaching to enable students to thrive.

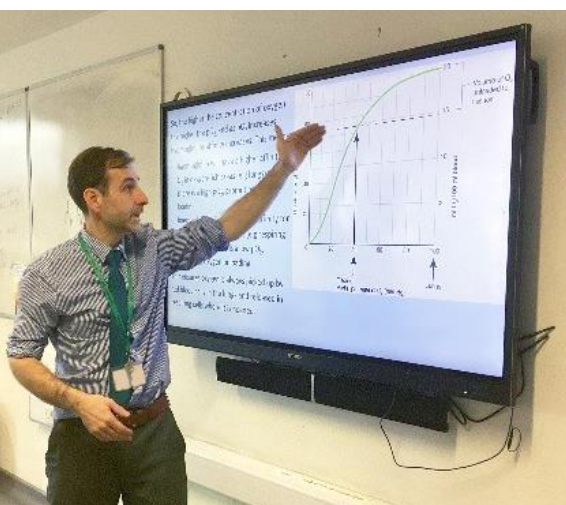
Academic year 2025-26 will see the new Key Stage 3 curriculum expanded into Year 9, and work will continue throughout the year to further embed diagnostic questioning within our schemes of learning. Internal department CPD has had a recent focus on Checking for Understanding (CfU) within lessons, and the next focus will be on how we, as teachers, respond to what those CfUs are telling us.

Science teachers in this department will get opportunities to teach across the age and ability range of students at this school. We want to ensure that teachers feel confident to teach to KS5 (where we offer the BTEC Applied Science as well as A-Levels in Biology, Chemistry and Physics) and we will put on internal and external CPD to help with subject knowledge and pedagogy if required. My personal belief is that teachers within the science department should have a timetable that covers as many year groups as possible, allowing you to build relationships with students across the school and also to personally understand and see the progression of curriculum from Year 7 to Year 13.

Thank you for taking the time to consider whether to apply for the position available here at St Hilda's. Please do get in contact if you have any further questions that you wish to ask before putting in an application.

A handwritten signature in black ink, appearing to read 'Mr Macaulay', written in a cursive style.

## The Science Department



The successful applicant will be joining a warm and friendly team comprising 11 teaching staff who teach science across the three key stages and teach their subject specialism at KS4 and KS5. The science department has 7 newly-built laboratories which are well resourced with excellent ICT facilities and supported by 2 full time technicians. Science is a popular subject at St Hilda's, which many students opting to study Biology, Chemistry and Physics at A level, as well as Level 3 BTEC Applied Science. At KS4, students can opt to take separate sciences, or to complete the trilogy course. The science department is a strong and supportive team who work together to get the best for our students.



*"I have recently finished my ECT course which I completed whilst working at St Hilda's. The staff who work in the science department were really supportive, understanding and helpful during this time, enabling me to grow and develop as a teacher. The atmosphere in the school is very welcoming and the students seem both happy and grateful to learn at such a special school."*

**Mr Adam Gray, Physics Specialist**



## Our students say...



*"It's answering the big questions, giving us a real understanding for physics and how it can be used. The teachers make us really think about how each theory is used in real world situations. I also love the debates we have about how theories sometimes don't coincide with each other and which ones are true!"*

**Charlie, yr13**

*"The teachers make the practicals and lessons more interesting for us."*

**Lola, yr7**

*"I like the broad range of topics in science."*

**Harry, yr9**

*"I loved making crystals in chemistry."*

**Gabby, yr10**

*"The atmosphere in lessons is great."*

**Dan, yr9**



## Job Description

Whilst every effort has been made to explain the main responsibilities and duties of the post, each individual task to be undertaken will not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description. The job description is current to the date shown but, in consultation with you, it may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and Job Title.



**ST HILDA'S**  
CE HIGH SCHOOL

## Teacher of Science

|                   |  |
|-------------------|--|
| Working time:     | Full time  |
| Grade:            | MPS/UPS  |
| Disclosure level: | Post is subject to a current enhanced disclosure               |
| Reporting to:     | Headteacher/SLT Line Manager/Head of Science                   |
| Working with:     | Science Department/Teaching and Support staff/Students/Parents |

### PURPOSE OF POST

1. To plan and teach a broad, balanced, relevant and differentiated curriculum within a designated subject area(s) such that all students are included, challenged and supported, and so that all can progress and achieve.
2. To monitor, review and support the overall progress and development of students as a teacher and as a pastoral tutor.
3. To seek to inspire in students, as teacher and tutor, a love of learning and to foster imagination, creativity, confidence, independence and respect for others.
4. To share and support the school's ethos of faith, vision and nurture and to commit to the highest standards of achievement and personal growth and development for students - mind, body and soul.

### REPORTING TO

Head of Department/SLT Line Manager for the subject area.

### MAIN DUTIES AND RESPONSIBILITIES

#### *Teaching and Learning*

- To maintain a thorough and up-to-date knowledge of the teaching of one's subject(s) and the wider curriculum developments which are relevant to the teacher's work.
- To consistently and effectively plan lessons to meet students' individual learning needs, using a range of appropriate strategies for teaching and classroom management.
- To consistently and effectively use information about the prior attainment of students to set well-grounded expectations for students, and monitor progress to give clear and constructive feedback.

- To ensure that the learning environment is organised, attractive and stimulating.
- To maintain high standards of behaviour, attendance and punctuality, in accordance with school policy and procedures.
- To prepare and update subject materials.
- To set and mark homework according to school policy.
- To comply with Health and Safety policy and undertake risk assessments as appropriate.

### *Marking, assessment and reporting*


- To mark and assess students' progress according to whole-school policies and as requested by external examination bodies.
- To maintain appropriate records and provide relevant accurate and up-to-date information to support the overall monitoring of students' progress according to school policy.
- To complete accurately reports on students' progress for parents according to school policy and the school calendar.
- To communicate with parents of students about their progress as appropriate and according to school policy.
- To take part in liaison activities including Parents' Evenings, Open days/evenings etc.

### *Departmental*

- To assist in the development of curriculum, schemes of work, assessment policies and teaching and learning strategies in the department.
- To support the department's effective organisation and management.
- To contribute to the department's improvement planning.
- To liaise professionally with other colleagues across the school, and external agencies as necessary.
- To contribute to the department's enrichment of extra-curricular opportunities for students.

## **WIDER PROFESSIONAL RESPONSIBILITIES**

*As a member of the St Hilda's family, you will be expected to:*

- support our 6 values of Wisdom, Hope, Community, Dignity, Equality and Diversity;
  - be sympathetic to the teachings of the Church of England;
  - operate at all times within the stated policies and practices of the school;
  - establish effective working relationships and set a good example through their presentation and personal and professional conduct;
  - participate professionally in the school's performance management systems;
  - take responsibility for personal professional development;
  - take part in professional development activities and inset organised by the school;
  - co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, department and students;
  - contribute to the corporate life of the school through effective participation in meetings;
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- take part in marketing and liaison activities such as parent/carer evenings, review days and other appropriate school events;
  - be a form tutor and deliver high-quality PSHE and Careers Guidance;
  - recognise health and safety is a responsibility of every employee, to take reasonable care of self and others and to comply with the school's Health and Safety policy;
  - promote the welfare of children and to support the school in safeguarding children through relevant policies and procedures. Establish a purposeful and safe learning environment which complies with current legal requirements, national policies and guidance on the safeguarding and well-being of children and young people so that learners feel secure and sufficiently confident to make an active contribution to learning and to...
  - undertake any other duty as specified by STPCB not mentioned;
  - support the school's Health, Safety and Welfare policy and be aware of the responsibility for personal Health, Safety and Welfare and that of others reporting any hazards.
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## Person Specification

In your letter of application under section 8 Person Specification, please *demonstrate* how you meet these criteria.

Do not include a curriculum vitae.

Candidates failing to meet any of the essential criteria will automatically be excluded.

### [A] Qualification requirements

|  | Essential | Desirable | Source |
|--|-----------|-----------|--------|
| Qualified teacher status                                   | E         |           | A      |
| Recognised degree or equivalent                            | E         |           | A      |
| Further professional development: post-entry qualification |           | D         | A      |

### [B] Experience

|   | Essential | Desirable | Source |
|---|-----------|-----------|--------|
| Relevant experience of teaching Science in a comprehensive school (as a teacher or student teacher) | E         |           | A/I/R  |

### [C] Knowledge/Understanding

|   | Essential | Desirable | Source |
|---|-----------|-----------|--------|
| A good or better teacher who can establish good relationships with students to motivate and inspire them to do their best                       | E         |           | A/I/R  |
| A desire to continually improve as a teacher, driving towards excellence in the classroom   | E         |           | A/I/R  |
| Flexible and perceptive classroom practitioner in own subject area who can engage students and enable them to learn and make effective progress | E         |           | A/I/R  |
| Knowledgeable about best practice in your subject area, understanding the implications of changes to the curriculum                             | E         |           | A/I    |
| Experience and/or a desire to teach Science at Key Stage 5  |           | D         | A/I/R  |
| Ability to use data to enable students to make the best progress they can   | E         |           | A/I/R  |
| An understanding of SEN and vulnerable groups and how to address their needs through your teaching and assessment                               | E         |           | A/I/R  |

### [D] Personal Qualities and Skills

|   | Essential | Desirable | Source |
|---|-----------|-----------|--------|
| Outstanding communicator  | E         |           | A/I    |
| Outstanding interpersonal skills                                  | E         |           | A/I    |
| Professional reliability re attendance, punctuality and deadlines | E         |           | A/I    |
| Team player   | E         |           | A/I    |

|  |   |  |     |
|--|---|--|-----|
| Ability to meet deadlines/manage time                | E |  | A/I |
| Resilient  | E |  | A/I |
| ICT literate   | E |  | A/I |
| Commitment to the school Christian values and vision | E |  | A/I |

**[E] Pre-Employment Checks**

|   | Essential | Desirable | Source |
|---|-----------|-----------|--------|
| Positive recommendation from all referees, including current employer/ITT trainer | E         |           | R      |
| DBS Clearance post appointment  | E         |           | N/A    |

*(Source: A=Application (form+letter); I=Interview; R=Reference)*

**[F] Application Form and Supporting Statement**

The supporting statement should be clear, concise and related to the specific post. No more than 2 sides of A4, font size 12.

Whilst every effort has been made to set out the main duties and responsibilities of the post, each individual task undertaken may not be identified.

**This job description is a guide to the duties and should be read in conjunction with the accompanying person specification.**

**This post is subject to an enhanced DBS disclosure check through the Disclosure & Barring Service.**

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## How to apply and the Selection Process

**Closing date: 9.00am 30<sup>th</sup> January 2025**

**Interview date: W/C 3rd February 2025**

Applications should be sent to: [recruitment@st-hildas.co.uk](mailto:recruitment@st-hildas.co.uk)

All candidates, both those shortlisted and those who are not successful, will be contacted by email.

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