



The Banda School

JOB DESCRIPTION MATERNITY COVER - TEACHER OF SCIENCE

This post begins mid-February 2027.

The post holder will be responsible to the Headmaster for fulfilling his/her teaching duties and responsibilities within the school, as well as contributing to the broader side of school life.

Job Definition:

To undertake the teaching of Science within the Upper School (Years 5-8) at The Banda School. To promote genuine interest and enthusiasm, and to allow all pupils to realise their learning potential within the subject.

Main Duties:

- To take responsibility for planning and implementing appropriate work programmes for all pupils in the designated class, within the framework of national and school policies.
- To support and drive the ethos, aims and values of the school.
- To maintain and use assessment records and report on pupils' progress to staff, and to parents and carers, in accordance with school policy.

Tasks and responsibilities associated with the Post will include:

- Planning and delivering high quality lessons in line with the agreed scheme of work of the Department. To plan work for each class in accordance with national and curriculum policies and in co-operation with Heads of Department, to ensure that the pupils experience a broad, balanced, relevant and stimulating curriculum relevant to the age group being taught.
- Liaising with the Head of Department and other members of the Department concerning curriculum, schemes of work, teaching methods, record keeping etc., to provide continuity and uniformity within the Department.
- Teaching science lessons predominantly to Upper School pupils (Years 5-8) and other subjects if required.
- Following and implementing school policies and procedures.
- Ensuring that the learning experience matches the individual needs of the pupils in your class – giving each child an opportunity to achieve to the best of his/her capability.

- Evaluating your teaching and using this evaluation to improve and develop teaching strategies.
- Making appropriate educational provision for pupils with learning difficulties and for those children with EAL, with support from The Banda's Learning Development Department.
- Creating a secure, happy and stimulating environment, maintaining the highest standards of organisation and discipline.
- Providing well-planned, creative and engaging learning experiences for pupils.
- Communicating with staff and parents concerning pupil progress and attending Parents Meetings to discuss the progress of pupils.
- Writing a detailed report on each pupil at the end of designated terms and submitting schemes of work, planning and record keeping when required.
- Performing duties, as requested by the Headmaster, for supervising the pupils outside the classroom, such as at lunch and break times.
- Putting up attractive and motivational displays on designated boards around the school when required.
- Covering for any colleague who cannot attend school for any reason and to provide cover work for colleagues when absent from school.
- Providing the Deputy Head Academic/Head of Department with detailed schemes of work and planning and evaluation outlines.
- Attending weekly Staff Meetings, INSETs, whole school meetings and any other meetings that may require attendance before, during and after school hours, when required.
- Stimulating and encouraging pupils to improve.
- Involvement in running extra-curricular sessions may be required that could mean working outside normal working hours.
- Keeping up to date with curriculum developments and professional practice. To be committed to the School's Continuing Professional Development programme.
- Maintaining professional levels of conduct and upholding the School's dress code. Maintaining high personal standards of appearance and behaviour and being punctual and confidential at all times.
- In addition to the above, a Subject Teacher in the Upper School may also be a Form Tutor in charge of a class and be required to perform all of the associated duties.
- Maintaining good order and discipline among pupils and safeguarding their health and safety both on school premises and when engaged in school activities elsewhere.
- Attending assemblies and school functions when required.

The Banda School is committed to promoting and safeguarding the welfare of the children. Applicants must be willing to undergo checks with past employers and meet the relevant safeguarding requirements.



The Banda School

PERSON SPECIFICATION TEACHER OF SCIENCE

The applicant needs to:

- Possess a degree or equivalent teaching qualification.
- Have experience of working in British Curriculum Schools.
- Possess the desire to be fully involved in all aspects of the life in a leading preparatory school.
- Possess a love of Science teaching to children of all abilities and a passion for the development of academic excellence in this subject.
- Be able to build good relationships with parents and families.
- Be able to build good relationships with colleagues.
- Be able to create a stimulating and engaging learning environment.
- Be able to use initiative, show flexibility and be adaptable.
- Be pro-active, dynamic and a self-motivated member of The Banda School team.
- Be punctual and use time appropriately.
- Be a good communicator with adults and children.
- Show good organisational skills.
- Show a competent level of written English.
- Be experienced in using ICT in teaching and record keeping.
- Familiarity with iPads is an advantage.
- Present a clean Certificate of Good Conduct or International Child Protection Certificate (ICPC).
- Safeguard and promote the welfare of the pupils.
- Keep up to date with educational developments and be committed to continual personal and professional development.

The post holder will have the responsibility for promoting and safeguarding the welfare of the children and young persons for whom he / she is responsible, or with whom he / she comes into contact, and will be expected to adhere to and ensure compliance with the School's Safeguarding and Child Protection Policy at all times.