



**Rye St Antony**  
O X F O R D



**Teacher of Biology**  
**September 2020**

## The School

Knowing and nurturing our pupils as individuals has always been the mission of Rye St Antony, recognising their unique talents, individual strengths and extraordinary potential.

Excellent teaching and exemplary pastoral care, supported by superb facilities and a wide range of opportunities, allow our pupils to thrive academically and personally. We want them to love learning and to be curious and creative. From the youngest Nursery children to the impressive young women of our Sixth Form, Rye pupils learn to think, to question, to express themselves, to value what is truly important, and to use their education to go out into the world to make a difference.

In the Prep School pupils learn numeracy, literacy, science, the humanities, computing, music, drama, sport and languages. Our small class sizes enable teachers to meet the individual needs of every pupil and we offer a broad and diverse curriculum. Our standards at Key Stage Two in reading are well above the national average, and pupils consistently perform above the level expected for the age in reading.

In Senior School, pupils study the core curriculum subjects of English, Mathematics, Religious Studies and the Sciences, and French, Spanish and Latin are offered to all. The Humanities are also taught within the main curriculum. Pupils excel at Drama, Art and Design, Sport, Music and Food and Nutrition – all important components of the curriculum, and subjects for which there are ample opportunities for further exploration within our enrichment programme. Girls can choose from 17 GCSE and 24 A Levels as they progress through the school. On average, they will go on to take 10 GCSEs and three A Level subjects alongside an Extended Project Qualification (EPQ) or Leiths Introductory Certificate in Food and Wine.



Enrichment is an important component of life at Rye, providing a perfect balance with academic learning. Our extensive and imaginative range of enrichment activities are created to fit girls' interests whilst helping them to accept challenges and grow in confidence and self-awareness.

Classes in Sixth Form are small and intimate – similar in style to university tutorials and pupils are expected to question, challenge and discuss, learning to think independently. Resources include excellent IT facilities, study centres, the school library and organised visits to conferences, study centres and exhibitions relevant to each course.

The school is based in twelve acres of beautiful woodland and is only one mile from the centre of Oxford with all the attractions, theatres, galleries and museums that the city has to offer. It was founded in 1930 by Elizabeth Rendall and Ivy King who were inspired to start a Catholic school in Oxford during a visit to the Sussex town of Rye and its Church of St Antony. The school began in Hamilton Road, soon moving to Woodstock Road and then in 1939 to Headington when Langley Lodge was acquired. The Croft and The Cottage were purchased in 1945, and a steady programme of building and refurbishment has followed. Our latest additions include a new entrance and reception area, the Henwood technology building and a wonderful new Reception classroom with an adjacent outdoor classroom.

The school is committed to safeguarding and promoting the welfare of children and young people, and all staff and volunteers are expected to share this commitment. All applicants must be willing to undergo child protection screening including checks with past employers and the Disclosure and Barring Service.

Please see the website ([www.ryestantony.co.uk](http://www.ryestantony.co.uk)) for further information.

## The Post

We are looking for a well-qualified specialist with a passion for Science to teach Biology to A Level. The successful candidate will be an enthusiastic professional committed to promoting high standards of teaching and learning across all three sciences at Key Stage 3 and/or 4.

The post is open to newly-qualified teachers as well as those with more experience. We offer a friendly and supportive working environment with an outstanding NQT programme.

We are a forward-looking school and welcome applications from innovative and engaging teachers dedicated to helping students achieve. There is some flexibility to offer either a full-time or part-time (approximately 0.8) position.

The specifications currently followed are the AQA course for Biology in Sixth Form and AQA 9-1 Science in Years 9, 10 and 11. Top set pupils take all three sciences separately at GCSE, the specification for Biology being the AQA 9-1 Biology. Students begin the GCSE course at the start of Year 9. Girls in Years 7 and 8 follow a course preparing them for GCSE, based on national recommendations and modelled on the AQA course.

The department comprises four full-time and two part-time teachers working in the Senior School. The Head of Science teaches Chemistry, and there are teachers responsible for each of Biology and Physics. The teacher responsible for Biology is also the second in department. A full time specialist delivers Science to the Prep School.

Our purpose-built Science block has four laboratories and two preparation rooms, with a further separate laboratory devoted mainly to Prep School teaching. Food and Nutrition is taught within the Science department and we have a dedicated food room where food is taught from Year 5 upwards by specialist teachers. For Sixth Form we offer the Leiths Introductory Certificate in Food and Wine.

The main responsibilities of the post are to:

- teach Biology and/or all sciences to Years 7 and 8, GCSE Physics or Biology and/or all sciences in Years 9, 10 and 11 and A Level Biology in Years 12 and 13
- ensure that the lessons taught are accessible to all students; challenging the able and providing meaningful development for weaker students
- provide opportunities for pupils to develop critical skills, helping them to learn independently and giving clear opportunities for reflection, developing the capacity of pupils to think and write logically, cogently and clearly
- foster good working and learning habits in pupils
- regularly assess and record pupils' work, progress and attainment to inform strategies for improving pupil achievement
- provide a stimulating classroom environment
- promote tolerance, respect and understanding, and engagement with challenging ideas
- share good practice within and between subject areas through planned collaboration
- encourage the uptake of Science subjects at A Level
- generate and implement ideas, promoting the success of the department
- attend departmental, staff and parents' meetings as and when required
- contribute to subject specific assemblies
- keep abreast of professional and subject developments

- participate in professional meetings and training programmes (CPD) and share benefits with colleagues
- participate actively in the school's performance management programme

**Contribution to the wider life of the School:**

- take on pastoral responsibilities including form tutoring or roles within the House system
- contribute to the extra-curricular enrichment programme in the school
- carry out regular duties and supervision, on a rota, during the school day and after lessons as appropriate
- carry out such duties as are allocated by the Deputy Head or other senior management colleagues, including cover for absent colleagues and examination invigilation
- attend school and year group assemblies, events and Inter-House competitions, supervising pupils when needed
- model high standards of personal presentation, punctuality and commitment, and command similarly high standards of behaviour and attitude from pupils

It should be noted that the above list of duties is not an exhaustive statement of the responsibilities of the post. It is intended to give an overall view of the position and should be taken as guidance only. The post holder may be required to undertake any other reasonable task requested by the Headmistress for a teacher which falls within his or her capabilities and which are in accordance with the usual practice of an independent boarding and day school.

**Person specification**

Essential

- a highly successful teacher, or the potential to become one if newly qualified
- strong interpersonal skills
- excellent academic credentials
- diplomatic and patient
- well organised, efficient and able to manage competing priorities
- collaborative, reliable and resilient
- a willingness to contribute to the wider needs of the school community
- highly effective communication skills, in person and in writing
- integrity and discretion
- inspiring confidence in others
- understanding of and support for the Catholic ethos of the school, although there is no requirement or expectation that the post-holder be a member of the Catholic Church

## **Pay and benefits**

Starting salaries are based on a teacher's qualifications and teaching experience, according to the Rye teachers' pay scale. All qualified teachers progress by automatic annual increments up to point RM6 on the Rye teachers' pay scale. The School does not offer performance related pay.

All teachers are invited to join the Teachers' Pension Scheme.

All salaried staff, full or part-time, are entitled to a fee remission, 50% for full-time staff and pro rata for part-time staff.

At specified times, staff may use the school's Fitness Suite, and during Trinity Term staff may use the swimming pool at the advertised times. Lunch is provided in the school dining room, and refreshments are provided in the Staff Room at morning break and teatime. There is car parking on site, and the School is easily accessible by bus.

## **How to apply**

Applications (application form, accompanying letter and full curriculum vitae with contact details for two referees) should be addressed to the Acting Head, Miss Joanne Croft, and sent by email to the Human Resources Manager, Ms Ellen Phelps ([ephelips@ryestantony.co.uk](mailto:ephelips@ryestantony.co.uk); 01865 762802). For an application form, please contact Ellen Phelps ([ephelips@ryestantony.co.uk](mailto:ephelips@ryestantony.co.uk)) or visit the Staff Vacancies page on the school website.

Applications will be accepted only from candidates who have completed the application form in full. The closing date for applications is 12.00 noon on Monday 15 June 2020. Online interviews will be held on either Monday 22 or Tuesday 23 June 2020.

## **Safeguarding**

Candidates must be willing to undergo Child Protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. The post is exempt from the Rehabilitation of Offenders Act 1974, and therefore all relevant convictions, cautions and bind-overs, including those regarded as 'spent', must be declared. The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers, and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Disclosure and Barring Service website. Candidates must not have been disqualified from working with children, and must not be named on the Children's Barred List or be subject to any sanctions imposed by a regulatory body. Details of any convictions, cautions or bind-overs subject to disclosure must be passed to the Headmistress before interview in a sealed envelope marked 'confidential'. An overseas criminal record check may also be required.