



# Beths Grammar School

## Head of Biology

### Recruitment Pack





Dear Applicant,

Thank you for your interest in this exciting and very important post.

Beths is an academic institution that fosters an ethos in which working hard and wanting to achieve are the norm: where it's cool to be clever and successful. This is as true for the staff as for the students. We are ambitious for the young people in our care and seek to help them secure the very best outcomes of which they are capable. As a selective school, the staff have the privilege of educating intellectually able young people; and the students have the privilege of being in classes in which progress in learning can be rapid, and subjects explored in real depth.

As a school, we are committed to being a world-class learning community that enables all young people to succeed. We aim to create young adults who are forward thinking, confident, motivated, competitive and are highly successful. They understand the purpose of becoming an independent learner and strive to become self-directed and comfortable with the unknown.

Central to everything we do is the culture of high expectation and aspirations. Students are encouraged to develop a love of learning and reading, to think for themselves and to maximise their full potential.

We are looking for a teacher with real drive. Someone who is unafraid to tackle difficult issues, who knows what Outstanding looks like, and who, along with the rest of the team, is committed to working tirelessly to achieve it; someone with determination, resilience, humility and a sense of humour.

We are looking for a dynamic and innovative individual, who is committed to providing an educational opportunity for all in a world class learning culture, who will support individual endeavour through high expectations, personal growth and development, whilst ensuring that exceptional achievement and excellence are embedded in all aspects of school life, and thus play a pivotal role in shaping the future of Beths Grammar School. The successful candidate will gain a wealth of experience from working across the school receiving support and guidance from the Headteacher and a very experienced Senior Leadership Team.

If you share our passion for students succeeding and our development of the 'whole student' and believe you have the skills to lead and inspire others, we very much look forward to hearing from you. I look forward to reading your application.

With best wishes,

RJBlyghton

**Mr R J Blyghton**  
**Headteacher**



## BACKGROUND

Set in acres of pleasant grounds, Beths Grammar School is located within easy commuting distance of both central London and Kent, offering the advantages of a diverse and forward-thinking community within a haven of green space. The mainline railway station is less than ten minutes' walk away; while for road users, there is a junction on the A2 close by (two of the three school fields run alongside the A2). Many



staff choose to live close to the school, or in neighbouring boroughs, and the borough of Bexley has a wealth of high performing schools and good quality housing stock at competitive prices.

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While Beths is a traditional grammar school, it is geared for the twenty-first century. ICT is widely used and both students and staff are provided with their own electronic devices. We offer a broad and balanced curriculum which includes Music, Drama and Art at A Level.

As well as being a beacon of academic pursuit and excellence, Beths Grammar School is renowned for its enviable co-curricular enrichment programme that, through sport, the arts, clubs and societies, nurtures the whole child. This is why many boys – and girls in the Sixth Form – want to come here; and it is also why so many parents are pleased to send their children to Beths. Emphasis is placed on developing leadership skills, best exemplified by the work of the prefect teams, but also through opportunities lower down the school such as our thriving School Council. We believe our students are our best ambassadors. We value our students collectively and individually and acknowledge – and celebrate the fact – that they are all different.

Beths is committed to staff development. We have a strong CPD programme based on the principle of 'expertise from within'. Staff at all career stages have opportunities to lead training and we are keen to develop the leadership skills of our members of staff as we are those of our students.

Our students achieve highly in Year 11 and the Sixth Form; but we are not complacent. At Beths we are determined to deliver the very best to our students – and we seek to recruit like-minded, outstanding practitioners who also want to give the wonderful young people who study here the world-class education they deserve.



## Head of Biology

Beths Grammar School is a large multi-cultural school on the borders between London and Kent serving a wide range of vibrant and exciting communities. We specialise in boys' education in the main school and have a large, co-educational 6<sup>th</sup> form.

The Science Department pride themselves on their collegiate ethos and professionalism. The department is housed in the Science block with ten purpose-built teaching laboratories, and two preparation rooms. Each laboratory is equipped with a personal computer and an interactive whiteboard. There is a Head of Science, Subject Leaders for each science as well as a KS3 coordinator. All students do separate award Biology, Chemistry and Physics at GCSE and there are large number of students choosing to study sciences at A-Level. Many students go on to study science, engineering, medicine, veterinary medicine and dentistry after A levels.

We have a team of five specialist biology teachers. The science staff are highly motivated, employing a variety of teaching pedagogies and providing many opportunities for sharing good practice. There are many informal meetings in addition to the formal departmental meetings, thus ensuring effective communication and consistency of delivery across all Key Stages. The department continues to achieve excellent results in each of the three subjects at both GCSE and A-Level.

This is an exciting opportunity for a well-qualified, enthusiastic and highly motivated teacher looking to progress to or remain at Head of Biology to join our large, vibrant outstanding Science department, with its proven track record of embracing innovative approaches to teaching and learning, for September 2025.

# JOB DESCRIPTION



**Post Title:** Head of Biology

**Department:** Science

**Grade:** MPS – UPS (Outer London) + TLR2M

**Responsible to:** Head of Department

**Start date:** September 2025

## Key accountabilities of the role:

ACTIVITY	RESPONSIBILITY
Curriculum	<ul style="list-style-type: none"><li>• Plan and prepare lessons in line with departmental Schemes of Work, using appropriate teaching methods and resources.</li><li>• Set Homework as per the Homework timetable.</li><li>• Mark and monitor student's class and homework providing constructive oral and written feedback, and setting targets for student's progress.</li><li>• Contribute to the development of schemes of work and departmental policies.</li></ul>
Students	<ul style="list-style-type: none"><li>• Set high expectations for students' behaviour, establishing and maintaining a good standard of discipline and appearance.</li><li>• Undertake students' supervisory duties and cover for absent colleagues in line with school procedures.</li><li>• Operate the school and Department's Discipline Support and Rewards Policy.</li><li>• Organise and, where appropriate, run additional clinics, revision sessions, both to stretch and extend the most able and to help students who are struggling</li><li>• Assess and record each students' progress, including through observation, questioning, testing and marking.</li><li>• Make every reasonable effort to ensure delivery of the school's Home School Agreement.</li><li>• Undertake Form Tutor responsibilities as set out the in the Staff Handbook.</li><li>• Share a general responsibility to ensure the academic, moral and physical welfare of all students within the department.</li><li>• Organise and where appropriate run Oxbridge sessions;</li></ul>

	<ul style="list-style-type: none"> <li>• Develop opportunities for students in the department to enrich their learning beyond the curriculum through opportunities to attend lectures, talks and workshops</li> </ul>
<b>Monitoring</b>	<ul style="list-style-type: none"> <li>• Understand and use national, local and school data to set clear targets for student's achievement.</li> <li>• Contribute to Department monitoring of the assessment of students.</li> </ul>
<b>Communication</b>	<ul style="list-style-type: none"> <li>• Convening regular departmental meetings, with all staff in the department, including opportunities for all to share best practice and contribute to department CPD</li> <li>• Keep Head of Department, Form Tutors, Heads of Year informed about student progress.</li> <li>• As a senior member of staff, having a general duty to contribute to the academic management of the school, including attending meetings organised by the Headteacher or other senior members of staff for this purpose.</li> </ul>
<b>External Communication</b>	<ul style="list-style-type: none"> <li>• Maintain familiarity with statutory assessment and reporting requirements and know how to prepare and present informative reports to parents.</li> <li>• Attend Parents Evening and Academic Tutoring when necessary.</li> </ul>
<b>Staffing</b>	<ul style="list-style-type: none"> <li>• Review own professional development and identify training needs.</li> <li>• Observing lessons of members of the department and of other teaching staff as required, in line with the School's policies on lesson observations</li> <li>• Playing a leading role in the induction and, where necessary, training of new members of staff</li> <li>• The ongoing supervision, monitoring and support of the teaching staff in Chemistry, both informally and through regular performance review</li> <li>• Co-ordinating the NQTs within Biology</li> <li>• Liaising with senior management if there are concerns about the performance of any member of the department</li> </ul>
<b>Budgets/Resources</b>	<ul style="list-style-type: none"> <li>• Assist Head of Department to: <ul style="list-style-type: none"> <li>- identify resource needs</li> <li>- operate stock control system</li> <li>- keep departmental areas tidy and have effective displays.</li> </ul> </li> <li>• Follow agreed safety procedures for the department</li> </ul>
<b>Other Specified Responsibilities</b>	<ul style="list-style-type: none"> <li>• To undertake any duties as may reasonably be required by the Headteacher</li> </ul>



# Head of Biology

## **Essential:**

- a graduate with good qualifications that include a good honours degree in a relevant discipline
- an outstanding classroom practitioner/potential and drive to become outstanding
- the ability to plan and deliver lessons which fulfil appropriate learning objectives
- an understanding of the role of assessment in learning and the ability to use assessment to promote learning outcomes
- an enthusiasm for Biology in general and the ability to transmit this to students
- the ability to relate appropriately to school children
- the ability to execute effective discipline in keeping with the policy of the school and department
- a good knowledge of a wide range of teaching and learning methods
- the ability to create your own resources and willingness to share good practice with other colleagues
- the ability to identify learning needs of individual students
- a team player
- a strong commitment to the central role of the Form Tutor

## **Requirements of the Post:**

- to contribute to the teaching of Biology across the age and ability range
- to be a Form Tutor
- to work within and contribute to established School and Department frameworks for:
  - lesson planning and delivery
  - student behaviour and care
  - student assessment
- to work within the school frameworks with regard to Health & Safety, Equal Opportunities and Safeguarding





- to provide accurate information for parents as required by the School and Department policy and attend parents evening/academic tutoring interviews and other presentation meetings as reasonably directed
- to help to further develop links with the wider community
- to promote a single School ethos
- to promote the School commitment to the Continual Professional Development of all staff
- to undertake any duties as may reasonably be required by the Headteacher.

### Salary – Head of Biology

The post is offered in the MPS / UPR (Outer London) + TLR2M

### Why Join the Beths Community

- All staff receive their own laptop
- CPD programme for staff development
- We have a brand new Sixth Form Centre equipped with the latest technology for Teaching and Learning
- 24/7 Employee Wellbeing Support Programmer (free & confidential)
- Teacher's Pension Scheme
- Cycle to work scheme
- Use of School gym
- Staff social events

### Appointment Process

Applications should reach the school by **9am Friday 23<sup>rd</sup> May 2025**. We prefer electronic submissions and application forms can be found on TES or on the school website, no CVs please.

Prospective candidates are very welcome to look around the school and meet the Headteacher and other senior staff by appointment. Our website and school films will give you a flavour of the vibrant and exciting environment we work in.

We intend to interview on an application basis.

Please note that we reserve the right to close any advert before the advertised closing date should a sufficient response have been received. Therefore, please ensure that you complete your application as soon as possible to avoid disappointment.

***We at Beths Grammar School are committed to practice which protects children from harm. Safeguarding and the promotion of a child's welfare covers all aspects of the child's life and Beths Grammar School is committed to ensuring that all its actions in respect for a child are compatible with this aim.***

***All positions are subject to a DBS enhanced disclosure check.***

***Applicants must complete the school application form and in line with 'keeping children safe in education' and safer recruitment practices, the school will conduct an online search for all shortlisted candidates. All shortlisted applicants will be required to complete a Self-Disclosure form prior to interview.***