



**Bancroft's School**  
Woodford Green • Essex • IG8 0RF  
[www.bancrofts.org](http://www.bancrofts.org)



Candidate brief for the position of  
**Biology Teacher**



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## THE ROLE

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We are looking for an enthusiastic and talented candidate, full- or part-time, to join our team in a thriving Biology department. The successful candidate will be able to demonstrate sound subject knowledge, high academic standards and an ability to enthuse pupils of all ages. Activities designed to challenge pupil thinking and develop independent study skills are central to teaching at Bancroft's and a willingness to contribute to resources in this area is essential. This is a temporary post initially, but there is the possibility of a permanent position from January 2019.



## RESPONSIBILITIES/ACCOUNTABILITY

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- To deliver subject curriculum to pupils
- To inspire pupils to develop a passion for learning
- Teaching pupils through the School at Key Stages 3, 4 and 5, including examined groups at GCSE and A level.
- Marking, assessment and grading within the department, always setting the highest standards of personal organisation and administration.
- Assisting in the preparation of a departmental handbook.
- Attending regular meetings of the department, both formal and informal, to discuss policy, teaching methods, approaches to the subject and the sharing of common problems and concerns.
- Adhering to departmental policies and to meet School deadlines insofar as it applies to the department.
- Where required, assisting in the induction of new staff into the department.
- Attending an annual review with your Head of Department.





## **Responsibilities in relation to the pupils and to what is taught:**

- Keeping abreast of developments in the subject, maintaining contacts with professional associations.
- Participating in discussion, within the department, on the development of appropriate syllabuses and schemes of work at all levels.
- Developing new teaching and learning resources and sharing them with pupils and colleagues.
- Monitoring the progress and learning of pupils, for example by comparing performances of parallel sets; ensuring appropriate testing is conducted; that preps are set and that marking is swiftly and competently undertaken.
- Ensuring pupils are properly prepared and entered for exams and overseeing course work. Determining the level of entry for individual pupils.
- Participating in the setting of marking of internal exams and determining appropriate grade boundaries thereafter.
- Assisting with the setting of pupils appropriately where required.
- Giving appropriate guidance to pupils who wish to study the subject at further levels.
- Assisting with the supervision and running of the A level Biology Field trip,
- Assisting with the extra-mural activities in relation to the department.
- Maintaining the image of the subject as an interesting and valuable one. Keeping learning environments stimulating and interesting.

## **Responsibilities in relation to the School**

- Carrying out school policy, including the school health & safety policy, in the context of the department
- Communicating departmental matters to the Head of Department, discussing examination results and raising issues of concern.
- Setting and marking entrance exams and interviewing where necessary
- Supporting the use of ICT within the Department
- Presenting the Department at Open Days etc. and in promotional material
- Ensuring that the facilities used by the department, including equipment and teaching areas, are maintained in an appropriate condition
- Contributing to the pastoral and co-curricular life of the school

## **Additional Information**

- This job description is not an exhaustive list of all responsibilities or duties but reflects the major core of the role





# Bancroft's School

- The organisation reserves the right to alter the content of this job description after consultation to reflect changes to the job or services provided, without altering the general character or level of responsibility
- Bancroft's School is committed to providing the best possible care and education to its pupils and to safeguarding and promoting the welfare of children and young people. The School expects all staff, contractors, Governors and volunteers to share this commitment
- In the event of a major incident or disaster, you may be required to provide assistance, in whatever capacity necessary and participate in any training to ensure the School is fully prepared for such events.
- To demonstrate a commitment to improving and developing the organisation's processes and facilities
- To carry out such duties that may be reasonably required by the Head



## THE PERSON

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### **The ideal candidate will**

- Have a good degree or equivalent in Biology or a related subject
- Be enthusiastic, confident, and diligent
- Develop and maintain good relationships with students and colleagues
- Have a good understanding and awareness of safeguarding procedures
- Be willing to contribute to the co-curricular and pastoral life of the school

### **Desirable Criteria**

- QTS/PGCE
- Ability to teach a second subject
- Oxbridge teaching
- Prior teaching experience of Key Stages 3, 4 and 5
- Experience of teaching high ability students





- IT literate to support teaching and learning
- Creative

## THE DEPARTMENT

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The Biology Department is a well-established, lively and successful department, which consists of four full time teachers, one part time teacher and a full time Biology technician.

Biology is taught throughout the senior school and the successful applicant will be expected to teach at all levels. In years 7 and 8, Biology is taught as part of the Combined Science course. In these years pupils are taught by one teacher covering all 3 sciences. GCSE teaching begins at the start of year 9, at which point each science is taught by a subject specialist. The school currently follows the AQA specification, and the vast majority of pupils complete the Triple Science course. Biology is a popular option at A level, with about 40 students taking it up each year; we follow the AQA specification.

The department is well equipped with four teaching laboratories, two project rooms and a prep room. All the laboratories are networked, with digital projectors and smart boards. They are well equipped with all the usual biology laboratory equipment. There is easy access to printers, class sets of laptops and Logger Pro Dataloggers. ICT is used extensively to deliver the curriculum. Pupils are expected to use the well-developed VLE to supplement their resources, complete homework etc. There is also a greenhouse with environmental control and monitoring, which provides excellent facilities for plant based investigative work and for maintaining stock plants for use in class experimental work.

Results at GCSE and A level are good. At GCSE there has been an average of 93% A\* - A over the last 3 years and at A level the 3 year average for A\* has been 28% and A\* - B has been 88%. A significant number of our students make successful applications to study Biology and Medicine at Oxbridge, in addition to a number going to study at universities and medical schools elsewhere.

Teaching at GCSE is in broadly mixed ability groups of about 21. All groups have 3 periods of Biology per week, usually arranged as one double and one single period. As far as possible teachers will remain with their groups for years 10 and 11. At A level, group sizes are typically between 10 and 12. Groups are shared between two teachers; each teacher having a double period and two single periods, giving the group 8 periods per week.





# Bancroft's School

There is a strong interest in extra-mural activities. Many pupils sit the Biology Olympiad and Biology Challenge competitions. The school achieved two Gold medals in last year's Biology Olympiad. There is also the Buxton society which promotes investigative projects in Biology and regularly puts on a presentation at the School Zone of the Cambridge Science Fair.

The school backs onto Epping Forest and there is plenty of scope for using this resource within the biology curriculum. There is a five-day residential field course in East Anglia for the sixth form Biologists at the start of the autumn term. This is organised and run by the Biology department staff.



## BACKGROUND

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### The School

Bancroft's School was founded by the Drapers' Company in 1737 on the Mile End Road as a day-school for local boys from a diverse range of backgrounds; the School has come a long way geographically and institutionally since then but remains committed to pupils from a wide range of backgrounds and has a long tradition of excellence.

We are now a co-educational independent day school for around 1200 pupils from 7 to 18 and an unashamedly aspirational school, devoted to scholarship and intellectual inquiry. We aim to provide an atmosphere in which each child can flourish and we believe that children succeed when they take full advantage of the huge range of different opportunities we provide – whether immersed in academic research, being out on the sports fields, taking part in charitable activities, acting on the stage, playing music and attending some of our numerous clubs and societies, our pupils challenge themselves and learn by taking part wholeheartedly in school life.

We have the highest expectations for every child in the School and we support, encourage and nurture each individual; we want our pupils to enjoy life to the full, make enduring friendships and grow up in a friendly, safe but challenging environment.

At Bancroft's we continually strive to ensure that all our pupils leave here with the confidence, self-awareness and knowledge to thrive in the world beyond, as well as taking with them an awareness of others and an abiding curiosity about the world.





# Bancroft's School

Bancroft's has a selective 5 or 6 form entry at 11+, with just under half the pupils coming from the Preparatory School. The school uses its own entrance exam and admits boys and girls in equal proportions. There is a further small entry at 16+, and most pupils stay into the Sixth Form. Public examination results are very strong and place Bancroft's among the top co-educational schools in the country.

In 2017, 90% of all A-level exams taken by Bancroftians were graded A\*, A or B, and 67.4% A\* or A compared with the national level of 25.8%. 32.6% of all A-levels sat achieved the top grade of A\*, again significantly higher than the national average which has been around 8% over the past years.

Almost all of the Upper Sixth go on to Higher Education, with the majority to top Russell Group universities and in 2017, 23 to Oxford and Cambridge.

*Bancroft's is a forward-looking, modern school; a centre of excellence for the twenty-first century.*

## REMUNERATION

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Bancroft's offers an attractive benefits package including a competitive salary, including private medical insurance, pension, and concessionary fees for children attending the school (dependent upon academic assessment).

## HOW TO APPLY

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An application form is available to download from the School website, <http://www.bancrofts.org/about-us/employment-opportunities> or by emailing [recruitment@bancrofts.org](mailto:recruitment@bancrofts.org)

For any queries about the position please email [Debbie.Picton@bancrofts.org](mailto:Debbie.Picton@bancrofts.org)

***Bancroft's School is an Equal Opportunities employer and is committed to safeguarding and promoting the welfare of children and applicants will be required to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.***

