



# TRENT COLLEGE

## CANDIDATE INFORMATION





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## Welcome

Trent College is an independent co-educational boarding and day school, located in Long Eaton, Nottinghamshire. Founded in 1868, we have been providing a first-class education for over 150 years.

Set in a beautiful 45-acre campus we enjoy state-of-the-art facilities, including modern classrooms, sports facilities, and boarding houses. With traditional foundations and a modern outlook, Trent College is renowned for providing an excellent education for its 1,200 pupils.

The Elms is our Nursery and Junior School which provides a stimulating and nurturing environment to our youngest children, aged 6 weeks to 11 years. The two schools work closely together and share the same vision, aims and ethos. Together, we give the highest priority to the quality of our academic provision. Alongside a strong focus on sports, music, drama and a wide range of co-curricular activities to develop our pupils' character and resilience, to prepare them for the modern world.

Rated 'Excellent' across the whole school by the Independent Schools Inspectorate in 2021, Trent College has a strong academic record, with a high percentage of students achieving top grades in their examinations and going on to study at some of the best universities in the UK and abroad.

We have highly qualified and experienced teaching staff who are committed to providing an excellent standard of education. We also have a large population of support staff, ensuring that our friendly school and beautiful campus operate to the very highest standards.



## Our Location

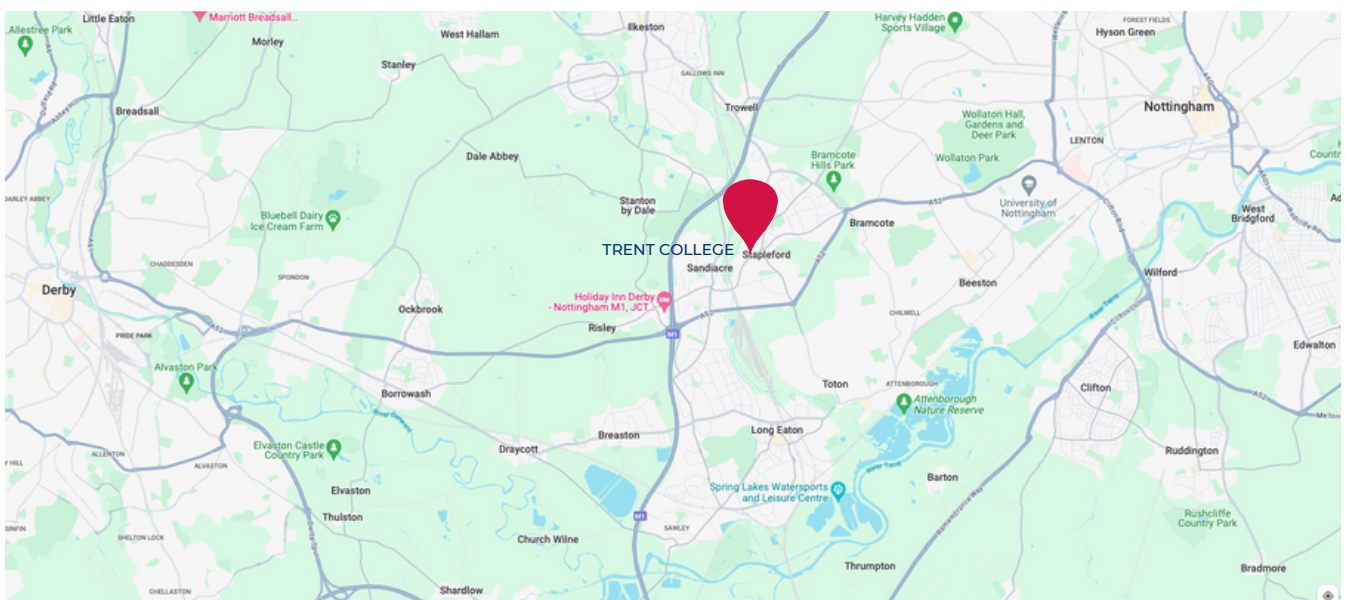
Trent College and The Elms are conveniently situated on the border of Nottinghamshire and Derbyshire.

Ideally located at the heart of the UK's motorway system, we are only 2 miles from junction 25 of the M1, which provides easy access to the M42 and A1.

Reaching Trent College by rail couldn't be easier. Long Eaton boasts its own train station, located 1.5 miles from the schools. Rail routes through Long Eaton run along the Midlands Main Line route, with direct routes to London, Loughborough, Leicester, Birmingham, Nottingham, Derby, Chesterfield and Sheffield.

## Our Local Community

Working in partnership and serving the community are natural and very important values at Trent College and The Elms. We work with many local schools in Long Eaton and the wider Erewash borough to increase opportunities and aspirations, and to share the school's excellent grounds, facilities and specialist staff.



# Head of Biology

## Job Description

The Head of Biology will be expected to lead the department to ensure the curriculum is delivered to the highest standard. The Head of Biology will be responsible for conducting professional development reviews and supporting continuous learning amongst the departmental staff.

All Heads of Department form part of the Head of Department group and work closely with the Deputy Head (Academic) and Assistant Heads and are encouraged to continuously consider and develop excellent teaching in their department and in the wider school.

The person appointed will join a strong team of Biology teachers, supported by a full-time laboratory technician. Whilst the Head of Biology oversees the Department, some responsibilities are shared amongst members of the Department. The successful candidate will work closely with the Head of Chemistry and the Head of Physics.

The new appointee may be expected to teach throughout the School from Year 7 to Year 13. It is expected that the post holder will also encourage staff and students to take part in extra-curricular activities, such as Beastly Biology, MedSoc and Microbiology Club.

Biology is taught in a dedicated Biology Centre, a single-storey building with three fully equipped and newly refurbished laboratories and a project room. Additional space is available for investigations, displays and keeping animals. The central atrium houses an indoor garden and a tropical fish tank and there is a glasshouse and a pond nearby.

Pupils in year 7 and 8 study a combined science course. In years 9, 10 and 11 all pupils take either three separate Science subjects or a course in Double Award (Science).

At A Level we follow AQA Biology specification 7402. Biology is a popular sixth-form subject. The department usually runs a 3-day field trip in year 13 to Snowdonia.

### **PASTORAL CARE**

- In addition to the academic role, every teacher is encouraged to play a full role in the life of the School outside the classroom.
- Teachers are expected to attend and support regular school events, including but not limited to assemblies, drama productions, religious services, concerts and speech days.

### **ADDITIONAL DUTIES**

- This is not an exhaustive job description and may be subject to change according to the needs and development of the role. It is expected that the post holder may undertake such other duties as may be reasonably be requested.
- A Trent teacher is dedicated to educating the "whole child", in accordance with the aims of the school.
- They are aware of the individual needs of each student and strives to help each student develop his or her full potential.
- They work with students both inside and outside the classroom and are committed to active involvement in the total school curriculum.
- They co-operate with colleagues to ensure a fully integrated curriculum and regularly participate in activities directed toward their own professional development.
- A Trent College teacher is always available to students, colleagues, and administration during the entire school day. In the time other than that scheduled for lunch, a teacher may be assigned activities such as supervision, tutorial, class coverage, etc. by the Head/ Deputy Head.

### **QUALIFICATIONS**

- Degree or equivalent qualification
- PGCE or equivalent qualification
- Evidence of continued professional development



# Person Specification

## THE GENERAL EXPECTATION OF A HEAD OF DEPARTMENT ARE

- Strive towards excellent teaching across the department
- Support all teachers within the department in their continual development
- Support all pupils to achieve their personal best in the subject
- Agree annual Value – added departmental targets with the Deputy Head (Academic) and evaluate the performance of the department and individual teachers against these
- Lead their academic department positively
- Select examination boards in consultation with the Deputy Head (Academic) and plan schemes of work
- Extend opportunities for the promotion of their subject beyond the classroom
- Co-ordinate with other departments, attend Heads of Department meetings and termly meetings with the nominated SLT link
- Produce and update (annually) Departmental Development Plans in accordance with the aims and values of Trent College and the school's overall development plan
- Carry out a thorough annual review of the department including analysis of external results, staffing and curriculum issues
- Perform reasonable duties as required by the Head or Deputy Head (Academic) regarding the planning and improvement of the academic curriculum of the school
- Prepare a departmental budget request for the Bursar and control financial spending within the agreed limit
- Liaise with the Estates Department over matters concerning maintenance, security or health and safety
- Line manage and support members of the department
- Delegate tasks to members of the department fairly and appropriately
- Implement a scheme of regular (recorded) lesson observations and work scrutiny within the department
- Formally appraise each member of the department in line with the Professional Review and Development Policy
- Suggest and approve any subject based Inset courses for departmental staff
- Organise cover and appropriate work for absent departmental staff
- Deploy staff to classes in association with the timetable and Deputy Head (Academic)
- Hold regular departmental meetings, and produce minutes, to discuss whole school policies, teaching and learning strategies and subject issues
- Represent the views of staff at Heads of Department meetings and in discussion with Deputy Head (Academic) or nominated SLT link.
- Organise the production of examination papers (internal, controlled assessment and entrance exams) and oversee the checking of full reports
- Provide advice for students and parents regarding option choices including updating subject information on the website and in the option booklets
- Ensure the identification of particularly able pupils, those with additional learning needs and pupils not making expected levels of progress, and implementation of suitable methods to assist them to develop and flourish in the subject
- Where appropriate, place pupils into suitable sets or classes
- Monitoring and co-ordinating the use of the rewards and sanctions structure within the department and communicating with pastoral staff over concerns or plaudits regarding pupil performance in the subject.



## Terms and Benefits

- Full time, permanent.
- Staff can enjoy free lunches in the Obolensky Dining Hall during term time and refreshments in the common room.
- Free car parking is available on site and staff have access to a cycle to work scheme.
- Staff are able to make free use of the school gym, swimming pool and leisure facilities at designated staff times.
- Enhanced sick pay is available and enhanced maternity pay.
- You will be eligible to join our private medical insurance scheme.
- Staff are eligible for fee remission for children attending the school, in line with our policy.
- Teachers are eligible to join the APTIS pension scheme with an employer contribution of 18%. Members also benefit from death in service and income protection.





## Making an application

Candidates who wish to apply for this post should download an application form from our website and email it to [recruitment@trentcollege.net](mailto:recruitment@trentcollege.net) Please also attach a covering letter addressed to the Head, Mr Bill Penty.

The closing date for applications is Monday 13<sup>th</sup> May 2024 at [0900].

If you have any questions please email [recruitment@trentcollege.net](mailto:recruitment@trentcollege.net) or telephone 0115 849 49 49 during term time.

*Under current legislation, we are required to advise applicants that this appointment will be subject to a satisfactory Enhanced Disclosure with the Disclosure & Barring Service. Details of any criminal record (spent or unspent, due to exemption from the Rehabilitation of Offenders Act 1974) must be disclosed at interview. Only relevant convictions and other information will be taken into account so disclosure need not necessarily be a bar to obtaining a position at Trent College.*



Trent College, Derby Rd, Long Eaton, NG10 4AD