

CANDIDATE INFORMATION PACK

Head of Faculty: Science



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Welcome to Ysgol
Treffynnon

Dear Applicant

Our vision is one that cares about every individual. We understand the impact that physical and emotional wellbeing has on our students' ability to learn effectively and to achieve their full potential as ethically informed citizens of their local and wider communities.

We are a truly inclusive school, committed to working with the community to give our students the best possible start to their lives. We welcome all young people, whatever their religion, ethnicity or academic ability, and will provide the environment where students will be nurtured and supported to succeed in their learning, whatever that means for them.

Our students will experience the excitement of learning and achievement; they will have their academic, sporting and creative skills nurtured and developed to their individual potential.

Students will develop the ambition, confidence and resilience to achieve their dreams and aspirations as we encourage them to reach out and grasp all the opportunities life has to offer.

We are a community that works together, treating each other with patience and understanding. We seek to celebrate our individuality, our cultural diversity and to support and nurture those additional needs that make us all unique.

We are looking for someone who:

- Can motivate and inspire pupils to build on their current achievements
- Can demonstrate excellent interpersonal skills and a commitment to collaborative working.
- Has the drive and energy to work to utilise your skills in innovative ways to benefit our school.
- Has resilience and a great sense of humour, as you never give up.

About us

- Educate boys and girls from the age of 11 to 16, in a modern, state of the art building that opened in 2016.
- Provide a welcoming, caring and stimulating environment with excellent teaching facilities
- Have a high quality teaching staff fully committed to supporting pupils academic and personal development.
- Knows that while qualifications open doors, they are only one part of the story.
- Understands that excellent wellbeing for themselves and others is crucial for success.

Thank you for your interest in Ysgol Treffynnon. I look forward to receiving your application.

John Weir

Headteacher.



Our Vision

Excellence in Everything

- *Excellent Leadership and Management*
- *Excellent Teaching and Learning*
- *Excellent Care, Support and Guidance*
- *Excellent use of Resources*

A photograph of a row of students in a computer lab, all wearing school uniforms (black blazers, white shirts, and red ties). They are seated at desks with multiple computer monitors and keyboards, looking intently at their screens. The background shows a blue bulletin board with various papers pinned to it.

Our Values

Self-Belief

to have the confidence to be the best we can be

Perseverance

to develop our skills and resilience to achieve our dreams

Inspiration

to be a role model for others to follow

Respectful

to treat everyone with kindness and understanding

Inclusive

to be fair and always do what is right

Trustworthy

to be honest, reliable, consistent and dependable

Head of Faculty for Science Job Advert

Head of Faculty for Science

Start date: January 2026 or sooner

Salary Scale: MPS / UPS Scale £33,731 - £51,942 + TLR 2C @ £6,950 per annum

Ysgol Treffynnon is situated on a modern learning campus, which it shares with a primary school, Ysgol Maes Y Felin. The design of the learning campus is beautiful, unique, and innovative, possessing state-of-the-art multifunctional classrooms throughout.

We are looking for a highly motivated and qualified teacher to undertake an exciting opportunity as our new Head of Faculty for Science.

We are looking for an outstanding teacher and leader with excellent communication skills and the ability to lead and manage a committed team effectively. The successful candidate will have vision, motivation, a passion for understanding how students learn and a desire to raise standards. Ability to teach Science across Year 7 to Year 11 is essential.

If you are innovative and passionate about wanting the best for young people, we would love to receive an application from you. You should be a person who is passionate about developing your pedagogical skills to enhance the learning of our students. You must be someone who cares, and who really wants to make a difference to the lives of our students.

Applications are welcomed from suitably qualified candidates and should be made using the Flintshire application form with the names of two professional referees. Please include a letter outlining your experience and your philosophy of learning.

Ysgol Treffynnon is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Candidates must complete our application form to be considered. We regret that we are unable to reply to all applications. If you have not received a reply within three weeks of the closing date, you must assume that you have not been shortlisted for interview.

Appointment is subject to Disclosure & Barring Service Check and satisfactory references.

Teacher – Person Specification

The Person Specification sets out the skills, knowledge and experience that are necessary to perform the duties of the post effectively. It will be used in the short-listing and interview process for this post. You should demonstrate on your application form how you meet these criteria as you will only be shortlisted if you meet all the essential criteria (and desirable criteria where applicable).

Post Title: Head of Faculty for Science

School: Ysgol Treffynnon

Criteria	Essential	Desirable	Method of Assessment
Education and Qualifications	Graduate in related discipline. Qualified Teacher Status.	Further professional qualifications	Application Form / interview / Certificates
Leadership Please reference in your letter of application with examples.	An understanding of what makes an excellent leader. Clearly communicated vision for developing students' standards Science.		
Relevant Experience You should communicate your vision for learning and for the Science faculty specifically.	Experience in leading a subject or have recent experience of successfully leading a whole school initiative. Recent and successful experience of managing and leading others. Knowledge of the WJEC GCSE specifications for Science specifications. Experience of a range of strategies, approaches and resources for developing teaching and learning.	Knowledge of the proposed new WJEC GCSE Science specifications for September 2026. Interest in extracurricular and cross-curricular activities, including school visits.	Application Form / Interview / References
Job Related Knowledge and Skills These must be referenced in the letter of application with examples of where you have made an impact	Ability to teach at KS3 and KS4. Ability to inspire and motivate young people. Understanding of effective teaching, learning and assessment methods to raise standards in the named subject. Awareness of strategies to develop numeracy across the school.	Awareness of the principles of progressing learning Evidence of clear understanding of school self-evaluation	Application Form/ Lesson Observation/ Interview/ References

Criteria	Essential	Desirable	Method of Assessment
	<p>Knowledge of how to use ICT to enhance learning.</p> <p>Excellent classroom management and communication skills.</p> <p>Commitment to working with local primary and secondary schools and community organisations.</p>		
Personal Qualities	<p>Positive and enthusiastic.</p> <p>Ability to make positive working relationships with students.</p> <p>Ability to work as part of a team.</p> <p>Self-motivated and hard working.</p> <p>Creative, innovative and willingness to be flexible.</p> <p>Calm and assertive manner.</p> <p>Good role model for students.</p>		Form/ Interview/ References
Other requirements	An empathy with/interest in Welsh Culture.	Welsh Speaker	Application Form/ Interview

Teacher – Contractual Framework

Taken from the School Teachers' Pay and Conditions (Wales) Document 2024 and guidance on school teachers pay and conditions

49. Teachers other than a headteacher

49.1. A teacher may be required to undertake the following duties:

Teaching

49.2. Plan and teach lessons to the classes they are assigned to teach within the context of the school's plans, curriculum and schemes of work.

49.3. Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils.

49.4. Participate in arrangements for preparing pupils for external examinations.

Whole school organisation, strategy and development

- 49.5. Contribute to the development, implementation and evaluation of the school's policies, practices and procedures in such a way as to support the school's values and vision.
- 49.6. Work with others on curriculum and/or pupil development to secure co-ordinated outcomes.
- 49.7. Subject to paragraph 51.7 supervise and so far as practicable teach any pupils where the person timetabled to take the class is not available to do so.

Health, safety and discipline

- 49.8. Promote the safety and well-being of pupils.
- 49.9. Maintain good order and discipline among pupils.

Management of staff and resources

- 49.10. Direct and supervise support staff assigned to them and, where appropriate, other teachers.
- 49.11. Contribute to the recruitment, selection, appointment and professional development of other teachers and support staff.
- 49.12. Deploy resources delegated to them.

Professional development

- 49.13. Participate in arrangements for the appraisal and review of their own performance and, where appropriate, that of other teachers and support staff.
- 49.14. Participate in arrangements for their own further training and professional development and, where appropriate, that of other teachers and support staff including induction.

Communication

- 49.15. Communicate with pupils, parents and carers.

Working with colleagues and other relevant professionals

- 49.16. Collaborate and work with colleagues and other relevant professionals within and beyond the school.

50. Working time

50.1. Nothing in this Document is to be taken to conflict with [Council Directive 93/104/EC](#) of 23 November 1993 concerning certain aspects of the organisation of working time⁽¹⁸⁾.

Working days

50.2. A teacher employed full-time must be available for work for 195 days, of which:

- a) 190 days must be days on which the teacher may be required to teach pupils and perform other duties; and
- b) 5 days must be days on which the teacher may only be required to perform other duties; and

those 195 days must be specified by the employer or, if the employer so directs, by the headteacher.

50.3. Paragraph 50.2 does not apply to a teacher employed full-time wholly or mainly to teach or perform other duties in relation to pupils in a residential establishment.

Specified working hours

50.4. The provisions of paragraphs 50.2 to 50.12 do not apply to:

- a) headteachers, deputy headteachers, assistant headteachers, teachers on the pay range for leading practitioners or teachers in receipt of an acting allowance for carrying out the duties of a headteacher, deputy headteacher or assistant headteacher pursuant to paragraph 23;
- b) unattached teachers in charge of pupil referral units whose remuneration is determined in accordance with the provisions applicable to headteachers pursuant to paragraph 38;
- c) unattached teachers (other than those in charge of pupil referral units) whose remuneration is determined in accordance with the provisions applicable to a member of the leadership group pursuant to paragraph 38.

50.5. A teacher employed full-time must be available to perform such duties at such times and places as may be specified by the headteacher (or, where the teacher is not assigned to any one school, by the employer or the headteacher of any school in which the teacher may be required to work) for 1265 hours, those hours to be

allocated reasonably throughout those days in the school year on which the teacher is required to be available for work.

- 50.6. Paragraph 50.5 applies to a teacher employed part-time, except that the number of hours the teacher must be available for work must be that proportion of 1265 hours which corresponds to the proportion of total remuneration the teacher is entitled to be paid pursuant to paragraphs 39 and 40.
- 50.7. In addition to the hours a teacher is required to be available for work under paragraph 50.5 or 50.6, a teacher must work such reasonable additional hours as may be necessary to enable the effective discharge of the teacher's professional duties, including in particular planning and preparing courses and lessons; and assessing, monitoring, recording and reporting on the learning needs, progress and achievements of assigned pupils.
- 50.8. The employer must not determine how many of the additional hours referred to in paragraph 50.7 must be worked or when these hours must be worked.
- 50.9. Subject to paragraph 50.10, no teacher employed part-time may be required to be available for work on any day of the week or part of any day of the week on which the teacher is not normally required to be available for work under their contract of employment (whether it is for the purposes of teaching pupils and performing other duties or for the sole purpose of performing other duties).
- 50.10. Subject to paragraphs 50.6 and 50.11, a part-time teacher may be required to carry out duties, other than teaching pupils, outside school sessions on any day on which the teacher is normally required to be available for work (whether the teacher is normally required to be available for work for the whole of that day or for only part of that day).
- 50.11. The total amount of time that the teacher may be required to be available to carry out duties, other than teaching pupils, outside school sessions under paragraph 50.10, when expressed as a proportion of the total amount of time that the teacher would be required to be available for such work if employed in the same post on a full-time basis, must not exceed the equivalent of that proportion of total remuneration that the teacher is entitled to be paid under paragraphs 39 and 40.
- 50.12. The amount of time a teacher spends taking the break referred to in paragraph 51.3 or travelling to or from their place of work does not count towards the 1265 hours referred to in paragraph 50.5 or the pro rata equivalent referred to in paragraph 50.6, as the case may be.

Rights conferred – all teachers

51. Overarching rights

- 51.1. No teacher may be required to work on any Saturday, Sunday or public holiday unless their contract of employment expressly provides for this (for example in the case of teachers at residential establishments).
- 51.2. No teacher may be required under their contract of employment as a teacher to undertake midday supervision.

Daily break

- 51.3. A teacher who is required to be available for work for more than one school session on any school day must be allowed one break of reasonable length either between school sessions or between the hours of 12 noon and 2.00pm. Deputy headteachers, assistant headteachers and teachers on the pay range for leading practitioners are entitled to a break of reasonable length as near to the middle of each school day as is reasonably practicable.

Work/life balance

- 51.4. Governing bodies and headteachers, in carrying out their duties, must have regard to the need for the headteacher and teachers at the school to be able to achieve a satisfactory balance between the time required to discharge their professional duties including, in particular, in the case of teachers to whom paragraphs 50.2-50.12 apply, their duties under paragraph 50.7, and the time required to pursue their personal interests outside work. In having regard to this, governing bodies and headteachers should ensure that they adhere to the working limits set out in the Working Time Regulations 1998⁽¹⁹⁾.

Guaranteed planning and preparation time

- 51.5. All teachers who participate in the teaching of pupils are entitled to reasonable periods of Planning, Preparation and Assessment (PPA) time as part of the 1265 hours referred to in paragraph 50.5 or pro rata equivalent (as the case may be) to enable the discharge of the professional responsibilities of teaching and assessment. PPA time must be provided in units of not less than half an hour during the school's timetabled teaching week and must amount to not less than 10% of the teacher's timetabled teaching time. A teacher must not be required to carry out any other duties during the teacher's PPA time.

Management time

- 51.6. A teacher with leadership or management responsibilities is entitled, so far as is reasonably practicable, to a reasonable amount of time during school sessions for the purpose of discharging those responsibilities.

Cover

- 51.7. Teachers should be required to provide cover in accordance with paragraph 49.7 only rarely, and only in circumstances that are not foreseeable (this does not apply to teachers who are employed wholly or mainly for the purpose of providing such cover).

Administration and external examinations

- 51.8. A teacher should not be required routinely to participate in any administrative, clerical and organisational tasks which do not call for the exercise of a teacher's professional skills and judgment, including those associated with the arrangements for preparing pupils for external examinations such as invigilation.
- 51.9. Without prejudice to the generality of sub-paragraph 51.8, Annex 3 contains a list of tasks falling within the scope of that paragraph.

Training and development

- 51.10. All teachers in the school should have access to advice, training and developmental opportunities appropriate to their needs, including needs identified in objectives or in appraisal statements or reports. The [Professional Standards for Teaching and Leadership](#) should be used by teachers to reflect on their practice and to inform their [professional development review](#). This should then lead to the development of an individual professional learning journey in line with the [National Professional Learning Entitlement](#).
- 51.11. A teacher serving an induction period under the Induction Regulations⁽²⁰⁾ must not teach for more than 90% of the time that a teacher at the school not subject to those regulations would be expected to teach.