



Head of Science

CANDIDATE INFORMATION PACK



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WELCOME FROM THE HEADTEACHER AND CEO



Thank you for considering joining us at Broadway Academy Trust.

Broadway is a successful Academy with an inclusive ‘can do’ attitude which supports all young people in achieving their ambitions. This is captured in our motto: “Our Children, Our Community, Believe it can be done!”

Our aim is to make sure students are safe, happy and love learning. We want all students to develop their **character** throughout their time at Broadway. Our **curriculum** is tailored to the **community** and designed to enable all students to maximise their academic potential so that they can flourish at school and throughout their lives as proactive British Citizens.

Our Academy develops, in partnership with parents, rounded, responsible, caring young adults who live the school’s values and contribute to the society that they live in. This is achieved by encouraging students to live out and practice the Academy values of Integrity, Respect, Optimism, Responsibility, Appreciation, Aspiration, Generosity and Inclusivity.

We provide a safe, caring and inspirational learning environment based on high quality learning, exceptional pastoral support and a stunning co-curricular programme.

You can find more information about our school on our website <https://www.broadwayacademy.co.uk>

We are looking for an ambitious, creative leader with a passion for improving educational outcomes in Science to join us. Find out more about why Broadway in [this short video](#). If we sound like what you are looking for as your next career step, read on and I look forward to meeting you soon.

A handwritten signature in black ink, appearing to read 'R. Skelton'.

Ron Skelton
Headteacher & CEO



ABOUT BROADWAY ACADEMY

Broadway Academy has approximately 1,300 students enrolled between the ages of 11 and 19 with a Sixth Form of about 225 students. The school underwent a £21million rebuild in 2011 and converted to an Academy in September 2013. It has been rated [GOOD by Ofsted](#) for 15 years, most recently in 2022.

Curriculum

Our vision is to give all students the best possible future and our curriculum is at the heart of this ambition. The curriculum at Broadway provides all students with a broad and rich experience. At its centre is the EBacc: English, Maths, Science, History, Geography and MFL.

We introduce students to the best that has been thought , written and spoken and help to engender an appreciation of human creativity and achievement. Our subject leaders have constructed a curriculum that is carefully planned to build the right knowledge and skills, not just to pass exams, but so that our students will remember important texts, people and skills throughout their lives.

We know that an exceptional curriculum also includes the arts and staying physically fit, so Broadway students study Art, Drama, Music, Information Technology, Design Technology and PE.

Our curriculum is designed to inspire and challenge, to promote academic rigour along with health and fitness, to develop leadership skills and develop our students into well rounded citizens. The School Values and British Values are a central part of everything that we do at Broadway. These are developed through our Personal Development Programme, which includes work related learning, enrichment and extra-curricular activities.

KS3

During Key Stage 3 (years 7- 9), Broadway pupils follow the National Curriculum programme of study and then take options.

KS4

During years 10 and 11, we offer a wide range of level 2 courses in all KS3 subjects plus Health and Social Care and Business Studies. Our curriculum offers pathways for all students, including those with SEN/D, on whom we have a strong focus, to ensure that they receive their curriculum entitlement and achieve good outcomes.

KS5

Our exciting and ever-expanding Key Stage 5 offer includes opportunities to study Law, Criminology, Psychology and Sociology as well as enrichment opportunities in the form of basketball, football and cricket academies which provide specialist coaching. Furthermore, we are working with Radley College so that the brightest students are challenged to achieve the top A Level grades and apply to the top universities. We also have a KS5 pathway for students studying Entry Level and Level 1 and 2 qualifications

Co and Extra-Curricular

We are proud of our stunning co-curricular offer which extends learning beyond the classroom, giving students a broader educational experience and supporting the development of character and independence. Our students benefit from an extensive range of local, national and international visits to places of historical, geographical and cultural interest. Broadway Academy lease a campsite and lake at Island Pool in Worcestershire to develop Outdoor Education at the Academy. This, alongside the development of a working farm at the same location, offers our students outdoor learning opportunities which are integrated into every curriculum area

Pastoral care

We have a strong student support structure across the school with tutor groups within each year group, led by a Student Support Manager who is responsible for the personal and academic development of the students in their care. Form tutors see their student groups every day and build supportive relationships with students in their forms. Broadway Academy's pastoral structure provides a caring, respectful environment in which students can flourish.

We pride ourselves on being a caring school and value open working partnerships with the parents/carers of our students.

WHAT DO OTHERS SAY ABOUT BROADWAY ACADEMY

Don't just believe our words. This is what has been said about Broadway Academy recently.

Leaders have pupils' best interests at the centre of all the decisions they make.

OFSTED Nov 2022

Leaders pay serious attention to developing pupils' character. As part of this work, they have created an ambitious programme for pupils to continue their academic learning beyond the classroom.

OFSTED Nov 2022

Leaders have devised an ambitious and broad curriculum for all pupils. This includes disadvantaged pupils and those with special educational needs and/or disabilities (SEND).

OFSTED Nov 2022

Leaders have high expectations of pupils' behaviour. They teach these expectations explicitly during form time

OFSTED Nov 2022

"Broadway is a school that welcomes students from across the world. Everyone feels safe, welcome and at home here"

Jawad, Year 7

"There are lots of extra-curricular activities at Broadway, that help us to build our confidence and get to where we want to be"

Ruqayyah, Year 9.

"In my 27 years of working with 'careers' related standards, this is one of the best schools I have had the pleasure to assess in terms of your provision."

National quality in careers standards assessor 2020

Broadway Academy is proud to have been awarded Inclusion Quality Mark National Champion status showing our commitment to developing and achieving a highly Inclusive culture.

Curriculum Awards	
Princes Teaching Institute centre of excellence quality mark	
Modern Foreign Languages	2025
History	2023
Geography	2021
Maths	2021
Bernice McCabe award for curriculum design	
Geography	2021
Sports Mark Gold Award	2023
Music Mark School	2023
Anthea Bell Prize for Young Translators	2023, 2025

ABOUT THE SCIENCE DEPARTMENT

Results

Key Stage 4

Year	Progress Score	APS	9-8	9-7%	9-5%	9-4%	9-1%
2025	0.71	8.46	5.61%	15.82%	34.69%	54.08%	98.98%
2024	0.08	8.59	4.66%	12.95%	34.72%	56.48%	98.45%
2023	0.4	8.51	4.28%	13.90%	42.25%	53.48%	99.47%
2022	-0.6	7.48	1.06%	6.91%	28.19%	47.87%	95.21%
2019	-0.38	6.67	0.00%	2.69%	23.66%	43.01%	93.01%

Key Stage 5

Subject	Year	Cohort Size	APS	Standardised APS	Average Grade	A*-A	A*-B	A*-C	A*-E
Applied Science (Double)	2025	6	87.5	43.8	Dist*-	33.3%	83.3%	100.0%	100.0%
	2024	5	80.0	40.0	Dist+	20.0%	60.0%	100.0%	100.0%
	2023	6	53.3	26.7	Merit+	0.0%	0.0%	66.7%	83.3%
	2022	8	92.5	46.3	Dist*-	50.0%	100.0%	100.0%	100.0%
	2019	13	78.1	39.0	Dist+	0.0%	53.9%	100.0%	100.0%
Applied Science (Single)	2025	2	30.0	30.0	Dist-	0.0%	0.0%	50.0%	100.0%
	2024	11	31.8	31.8	Dist-	27.3%	27.3%	36.4%	100.0%
	2023	11	29.6	29.6	Merit+	0.0%	0.0%	45.5%	100.0%
	2022	5	44.0	44.0	Dist*-	60.0%	60.0%	100.0%	100.0%
	2019	7	14.6	14.6	Merit+	0.0%	0.0%	42.9%	100.0%
Biology	2025	30	25.0	25.0	C-	3.3%	26.7%	60.0%	86.7%
	2024	15	24.0	24.0	D+	6.7%	13.3%	60.0%	86.7%
	2023	15	19.3	19.3	D	6.7%	13.3%	33.3%	80.0%
	2022	15	30.7	30.7	C	26.7%	46.7%	53.3%	93.3%
	2019	27	20.7	20.7	D	3.7%	11.1%	37.0%	88.9%
Chemistry	2025	16	20.0	20.0	D	0.0%	6.3%	37.5%	93.8%
	2024	8	13.8	13.8	E+	0.0%	12.5%	12.5%	75.0%
	2023	9	25.6	25.6	C-	22.2%	22.2%	44.4%	88.9%
	2022	9	30.0	30.0	C	22.2%	33.3%	66.7%	100.0%
	2019	24	24.2	24.2	D+	4.2%	16.7%	50.0%	100.0%
Physics	2025								
	2024								
	2023	6	16.7	16.7	D-	0.0%	0.0%	16.7%	83.3%
	2022	5	32.0	32.0	C+	40.0%	60.0%	60.0%	100.0%
	2019	7	10.0	10.0	D	14.3%	14.3%	42.9%	71.4%

The Department

The Science Department is the largest faculty which achieves some of the best results in the Academy. We are working hard as a department to continue to raise the standards of teaching, learning and examination performance in science.

We believe that the purpose of science in education is to develop students' fascination of the world around them and lay a foundation for understanding the world through Biology, Chemistry and Physics.

We offer an inclusive and challenging curriculum from KS3 to KS5 which enhances students' ability to critically think and make accurate scientific judgements and decisions. The curriculum has a spiral design i.e. revisiting key topics in increasing depth each time and allows students to develop and demonstrate competency in the key skills which they require to be successful at KS4 science.

When Year 7 students arrive, they start with the 'how science works' unit before embarking on the KS3 programme of study. Year 8 and year 9 students build on prior knowledge from year 7 and complete the remainder of the KS3 scheme of work.

When students enter KS4, they are well equipped to tackle the challenges faced at GCSE. GCSE Science is broken down into two pathways: Separate Sciences and Combined Science.

At KS5, we offer A Level and Btec qualifications including BTEC Applied Science Extended Certificate, BTEC Applied Science National Diploma and A levels in Biology, Chemistry and Physics.

The department is committed to extra and co-curricular activities through a range of different after school Science clubs which allows students to work on STEM Projects and having a regular programme of trips and activities at the Academy's Outdoor Education Centre.

BROADWAY ACADEMY TRUST



Head of Science MPS / UPS +TLR 1B (£12,522)

Required September 2026

Are you a values driven, focused and skilled leader with a passion for improving educational outcomes for all students? Do you have the commitment and positivity to contribute to Broadway's values-driven ethos, the drive to promote high expectations for students and staff and the vision and resilience to play a pivotal role in the ongoing development and growth of the Science department?

Broadway Academy Trust Has been rated 'Good' by Ofsted for 15 years and constantly strives for excellence

The Department

The Science Department's core objectives are to:

- Create an outstanding learning environment
- Offer a broad, rich curriculum experience so that our pupils are passionate about Science
- Have outstanding KS4 and KS5 achievement scores resulting from high quality teaching and learning
- Increasing uptake of students for all KS5 courses
- Increase the number of Science applications for University

The Role

We are seeking a leader who will ensure: excellent results at GCSE and A level across all Sciences, that Science remains at the heart of the curriculum offer and that 6th form recruitment is maximised.

You will be able to develop and deliver strategies and plans to further improve all students' attainment. You will have a strong commitment to effective behaviour management within a restorative practice framework. You will have the proven ability to manage and support staff and maintain momentum and morale. You should be inspired by Broadway's existing co-curricular and extra-curricular offer through its outdoor education centre in Worcestershire and want to bring your creativity to expand this for the department and the benefit of our students.

Why you should join us

You will get a real opportunity to make a difference within a school which encourages students and staff to be aspirational. We have an innovative partnership with a well-regarded school in the independent sector. Staff development is a priority for all, and we provide structured CPD. High achieving teachers have access to an accelerated leadership programme linked to NPQs. Staff wellbeing is a priority, and the Trust provides an employee assistance programme for all staff. All teaching staff receive a work laptop.

If you are keen to work in a successful and growing academy trust which encourages staff to aim high in their own careers, this could be a great opportunity for you.

Find out more Come and have a look around and speak to the department.

To arrange a visit, seek more information or request a full application pack, please contact Paul Hunt at Hays Education:

T: 0121 236 4476 M: 07921 583 731 E: broadway@hays.com

You can also visit our dedicated recruitment website <https://webmicrosites.hays.co.uk/web/broadway-academy>

Closing date: Monday 20 April 2026 9:00a.m.

Part 7 of the Immigration Act (2016) covers this post); the ability to speak fluent English is an essential requirement for the role. Broadway Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. On-line searches will be completed for the successful candidate, and all appointments will be subject to a satisfactory enhanced DBS disclosure. The information that you provide to us will be processed in accordance with the requirements of the General Data Protection Regulations. For further details of how we use the information provided, please refer to our privacy notice located on the Academy website: <https://www.broadway-academy.co.uk/home/gdpr-privacy-notice/>.

HEAD OF DEPARTMENT JOB DESCRIPTION

Grade: UPS/ MPS/ + TLR 2B (£5,869)
Responsible to: Assistant Headteacher
Responsible for: Teachers of Science, Science Technicians, trainee teachers



ROLE PURPOSE

Teach Science to designated classes of pupils in accordance with the requirements of the School Teachers' Pay and Conditions Document 2025, having regard to the requirements of National Curriculum, the Academy's aims and objectives, schemes of work and any policies of the Governing Body.

Share in the corporate responsibility for the well-being, discipline and behaviour of all students.

Lead and manage the work and staff of a designated department, in line with the policies and strategic plans of the Academy.

* This job description should be read in conjunction with the MPS Teachers' job description.

KEY DUTIES AND RESPONSIBILITIES

HEAD OF DEPARTMENT

- Monitor the work of the department, including planning and preparation of lessons and keeping records
- Contribute to a Directorate Improvement Plan in accordance with the School Improvement Plan
- Evaluate the work and performance of the department (SEF)
- Prepare and manage the department's budget plan and be accountable for departmental expenditure and keeping accurate financial records
- Attend appropriate INSET, co-ordinate departmental INSET, develop and disseminate good practice
- Chair Directorate meetings according to the school calendar, ensuring that action points are taken and distributed to teachers in the faculty and others as required
- Oversee the department's presence at school functions such as Open Evenings and Student Progress Evenings
- Encourage, facilitate and participate in the development of ICT within the department
- Oversee the recording of department resources, storage and security
- Attend other school meetings as required
- Encourage educational visits and activities both within and outside the Academy's formal timetable.
- Ensure that students and staff are aware of Health and Safety procedures and requirements within the department.
- To ensure that all members of the department set appropriate homework.
- To ensure that all members of staff intervene appropriately if homework is not completed, for example a homework catch-up club.

CURRICULUM

- Develop, in consultation with the Deputy Head teacher and Assistant Headteacher, a range of relevant courses which stimulate students' interest and involvement in learning, and are appropriate to the needs of students of all abilities
- Prepare and review schemes of work in accordance with Programmes of Study and examination board guidelines and develop policies to be issued to all staff in the department.
- Evaluate the effectiveness of courses, and oversee assessment procedures in accordance with school procedures, ensuring that assessment is regular and that all staff in the department keep full records of assessments.
- Deploy staff in teaching programmes and maintain and provide accurate group lists
- Provide written exam analyses and other data as required by SLT
- Ensure that work is set for the classes of absent staff in the department.

MANAGEMENT AND CO-ORDINATION OF STAFF

- With the Deputy Head teacher, Assistant Headteacher and the HR Director, plan for the staffing needs of the department, and participate in the recruitment and selection of staff
- Oversee the induction and mentoring of new staff and trainees in the department
- Participate in appraisal (performance management) and the professional development of staff, setting clear objectives for the year, meeting deadlines for delivery of appraisals
- Ensure all employees have regular 1:2:1 / supervision time appropriate to their role
- Manage the sickness absence of employees including return to work meetings and stage 1 meetings for direct reports
- Ensure all staff participate in mandatory training and development programmes and courses and any other training which is essential for their job role
- Authorise requests for training and development through CPD Genie
- Support and manage employee performance utilising Academy procedures as required and support the resolution of disputes through the appropriate use of Academy procedures, in consultation with the HR Director

GENERAL RESPONSIBILITIES

- Always promote and safeguard the welfare of students in line with safeguarding guidance and policy
- Ensure compliance of data usage and practices with the Data Protection Act 2018 and the Academy's Data Protection Policy in all areas of responsibility
- Maintain an appropriate working environment in accordance with the Academy's Health and Safety policy and procedures
- Uphold the Academy Equality policy and Safer Recruitment policy
- Adhere to the ethos of the Academy by promoting the school values, vision and aims and setting an example of personal integrity and professionalism
- Act in accordance with the Broadway staff (and leadership) behaviours framework
- Treat all users of the school with courtesy and consideration and present a positive personal image which will contribute to a welcoming school environment
- Attend line management, departmental and whole school meetings and act as a supportive, enthusiastic member of the organisation
- Participate in CPD and training sessions as directed
- Carry out such duties as may reasonably be deemed commensurate with the grade or remit of the post by the Deputy Headteacher or Headteacher

HEAD OF DEPARTMENT PERSON SPECIFICATION

EDUCATION & QUALIFICATIONS	ESSENTIAL	DESIRABLE	SOURCE
Qualified teacher status	*		AF, C
First degree in relevant subject	*		AF, C
Post graduate study in relevant discipline		*	AF, C
National Professional Qualification		*	AF, C

EXPERIENCE	ESSENTIAL	DESIRABLE	SOURCE
Leading a KS5 subject area	*		AF, I, R
Achieving excellent outcomes at KS4	*		AF, I, R
Developing a curriculum	*		AF, I, R
Management of an aspect of school improvement or curriculum	*		AF, I, R
Evidence of having made a difference to teaching and learning	*		AF, I, R
Supporting /running whole school initiatives and staff training	*		AF, I, R
Contributing to departmental improvement planning	*		AF, I, R
Staff management and performance management		*	AF, I, R
Facilitating and supporting staff development		*	AF, I, R

KNOWLEDGE	ESSENTIAL	DESIRABLE	SOURCE
Thorough knowledge of subject curriculum from KS3-KS5	*		AF, I, R
Knowledge of statutory testing	*		AF, I, R
Curriculum management and planning	*		AF, I, C
Behaviour management within a restorative practice framework		*	AF, I
Knowledge of second subject		*	AF, C
Budget management		*	AF, I
Understanding of inner city/ multi-cultural communities		*	AF, I

SKILLS & ABILITIES	ESSENTIAL	DESIRABLE	SOURCE
Excellent classroom practitioner skills and evidence of the ability to influence the quality of teaching and learning	*		AF, I, R
Able to lead and create a positive team	*		AF, I, R
Able to delegate and negotiate where necessary	*		AF, I, R
Able to influence and motivate staff	*		AF, I, R
Creative problem solver with the ability to innovate	*		AF, I, R
Can articulate the Department's contribution to Academy objectives	*		AF, I, R
Excellent literacy and good numeracy and IT skills	*		AF, C
Excellent interpersonal skills	*		AF, I, R
Strong organisational skills	*		AF, I, R
Ability to collate, analyse and present data to improve practice	*		AF, I
Able to form constructive relationships with staff/students/parents	*		AF, I, R
Ability to manage budgets and projects successfully		*	AF, I

TRAINING & DEVELOPMENT	ESSENTIAL	DESIRABLE	SOURCE
Recent relevant CPD in education practice/ management	*		AF, I, C
Evidence of commitment to continuing professional development	*		AF, I,

OTHER	ESSENTIAL	DESIRABLE	SOURCE
Commitment to promoting and safeguarding the welfare of children	*		I
Commitment to maintain high standards in attendance & punctuality	*		I, R
Ability to fulfil all aspects of the role with confidence in English (prt 7 of the Immigration Act 2016)	*		AF, I

SOURCE: AF – Application form; C – Certificate; I – Interview; R - Reference

15 REASONS TO JOIN BROADWAY ACADEMY



1. **Staff development is a priority.** We provide excellent in-house staff CPD and offer accelerated management and leadership development through the National Professional Qualification framework.
2. **Development doesn't stop there;** if you want it, we will give you the opportunity, support and mentoring to develop your skills and career, including development opportunities for non-teaching staff.
3. **Access to great pension schemes.** We are part of the Teachers' Pension Scheme and the Local Government Pension Scheme (for support staff).
4. **Well-being support.** We provide all staff with access to an employee assistance programme including free confidential advice, support and counselling 24 hours a day, 365 days a year
5. **Financial well-being support.** We know our staff appreciate the opportunity to save through their salary with CitySave credit union.
6. **Cycle to Work scheme.** Buy your bike or cycling accessories through your gross salary with tax savings
7. **On site gym** – free to staff out of hours, at weekends and in the holidays.
8. **A laptop for every teacher.**
9. **We are values-driven** and expect staff and students to live the core Broadway values – integrity, respect, optimism, responsibility, appreciation, aspiration, generosity and inclusivity. Our values are at the heart of a character-led education
10. **Commitment to reducing teacher workload;** we have removed the requirement to mark class work and focus on quality marking, not quantity, for assessments
11. **Our fantastic outdoor education centre in Worcestershire.** We believe in offering our students opportunities for a wide range of extra- and co- curricular experiences, including outdoor learning at Island Pool and Esperance Farm
12. **We have a strong pastoral team** providing students and teachers with support for behaviour, welfare and attendance
13. **A relentless focus on student attendance.** Our student attendance levels are consistently above the national average.
14. **We are in, and of, the community.** Our school is open for business all year round as a community hub, serving 50,000 community members annually
15. **We have a committed, approachable, supportive leadership team and governing board who lead by example**

HOW TO APPLY

Please complete an application form and send it by e-mail or post to Paul Hunt, Business Manager, at Hays Recruitment:

Address: 3rd Floor
1 Colmore Square
Birmingham
B4 6AJ

Telephone: 0121 236 4476 Mobile: 07921 583 731 Email: broadway@hays.com

Further information about the post and an application form are available from Hays Recruitment and on the Academy's website <https://webmicrosites.hays.co.uk/web/broadway-academy>

In your application please indicate (no more than 2 sides of A4) how you feel your experience to date has prepared you for this post and what strengths you feel you could offer the school. Please include specific examples of where your work has enhanced pupil progress.

The closing date is Monday 20 April 2026 9:00a.m.

BROADWAY ACADEMY SAFER RECRUITMENT PRINCIPLES

The Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Our recruitment process includes the following safeguards.

Applications

Applications will be accepted only on an academy application form. CVs may be submitted in support of a completed application form. The form requires candidates to account for any gaps in employment history.

Shortlisting

Only candidates meeting the specified criteria in the personal specification will be shortlisted.

Selection

Those shortlisted will take part in an in-depth selection process including activities relevant to the post and at least one panel interview. Candidates are expected to address discrepancies/gaps in their application form. Each appointment panel includes at least one manager who has completed safer recruitment training.

References

References from the current and former employers are taken up for shortlisted candidates. Employers may be contacted to gather further information. References will be requested prior to interviews unless candidates specifically request not to do so.

Right to Work

Shortlisted applicants will provide proof of their identity on the day of interview in line with the documents required in The Immigration, Asylum and Nationality Act 2006.

Verification of qualifications

Short listed candidates will bring proof of qualifications / professional registration on the day of interview.

Disclosure and Barring Service (DBS)

A satisfactory enhanced DBS certificate is required for all posts. Checks are also made to confirm that teachers are not barred from teaching. Additional checks are made if applicants have lived/worked outside of the UK.

Online checks

On-line searches will be completed for the successful candidate.

Pre-employment checks and Vetting checks

The Academy maintains a single central record of recruitment and vetting checks in line with DfE requirements.

Equality and diversity

The Academy seeks to achieve a diverse workforce which includes people from different backgrounds with different skills and abilities. It is committed to ensuring that recruitment and selection is conducted in a manner that is systematic, effective and promotes equality of opportunity. The academy will not discriminate against applicants for employment on the grounds of age, disability, gender reassignment, marriage or civil partnership status, pregnancy and maternity, race, religion or belief, sex or sexual orientation.

Data protection

Personal data provided on your application and for equal opportunities monitoring, is processed in line with the requirements of the General Data Protection Regulations. For further details of how we use the information provided, please refer to our privacy notice located on the Broadway Academy website: [GDPR Privacy Notice | Broadway Academy \(broadway-academy.co.uk\)](#)