

## Appendix One

### Roles and responsibilities of the Science Subject Leader

*Providing a good role model for the teaching of the subject:*

- Promoting a positive attitude
- Influencing classroom practices by your own example
- Being well informed about curricular requirements
- Keeping up-to-date with developments and changes and disseminating these to staff
- Striving for continuing professional development in order to refine and improve practice

*Leading the development of the subject in school:*

- Having a clear understanding of standards throughout the school and taking action to further develop these
- Formulating the school policy for the subject and regularly reviewing this
- Devising / reviewing the scheme of work for the school ( including early years for under-fives) - ensuring it fulfils statutory requirements, builds on previous experience, suits the needs and interests of all pupils
- Ensuring that staff are delivering the required element of the scheme of work and that there is progression in the work as pupils move through the school
- Enhancing the curriculum through extra-curricular provision
- Identifying potential for cross-curricular skills of literacy, numeracy and IT capability
- Promoting spiritual, moral, social and cultural dimensions to the subject
- Ensuring all pupils are included effectively
- Advising on assessment opportunities, leading agreement trialling, compiling evidence for school portfolio
- Devising / implementing systems to record evidence of pupil attainment and progress
- Advising and being a point of reference for safety requirements and regulations
- Managing resources - for pupils and staff
- Being a knowledgeable point of reference or knowing how to get assistance

*Supporting staff development*

- Identifying and supporting the needs of individuals and whole staff - knowledge and confidence
- Running INSET
- Informing topic activities / cross curricular links, including computing