
APPOINTMENT OF HEAD OF FACULTY OF SCIENCE

Required August 2025



ST GEORGE'S
EDINBURGH



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St George's School, Garscube Terrace, Edinburgh, EH12 6BG
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MESSAGE FROM THE HEAD MRS CHANDLER-THOMPSON

Dear applicant,

Thank you for considering joining our welcoming school community at St George's in the beautiful city of Edinburgh. I have the great privilege of leading a dedicated and loyal team of staff who are committed to providing an inspiring environment for our sparky, confident and kind girls to grow up, learn and develop in. We teach and learn within a beautiful campus which inspires us every day. Whether it is the panoramic views of Edinburgh from our Upper School library windows, the secret leafy hideaway of our Fantastical Forest or the creative corners of the dedicated Arts buildings, the school is buzzing with the hum of activity and debate. St George's has been dedicated to educating girls since 1888, and the same guiding principles of boldness and vision sit at the heart of the school, albeit in an entirely different and modern context.

We welcome applications from potential staff who genuinely enjoy working with young people and who are committed to providing a warm and inspiring environment designed especially with girls in mind. Our school community is one where every individual is valued and we welcome a range of perspectives and insights. We always seek to ensure the education that we provide sets our students up well for their futures and is sector-leading. If this sounds like the kind of school environment you would like to work in, please do apply and I hope to meet you in person soon.

Yours faithfully



What makes St George's special?

Our warmth, expertise and personalised approach builds ambitious, fearless young women with personality. We amplify the voice of every girl and equip them to be robust, empathetic change-makers. Over 95% of girls achieve their first-choice destination after leaving school.

Why work for St George's School, Edinburgh?

- We are specialists in all-girls education since the days of our pioneering founders in 1888. We remain equally ambitious for students today by confronting stereotypes and enabling each girl to find and use their voice.
- We have a supportive, aspirational culture where staff inspire girls to achieve their best through positive relationships, high expectations and expert teaching.
- We firmly believe that we are equipping our pupils with confidence, resilience and self-belief which they will carry on through into life at university and beyond.
- We are a close-knit community where strong communication within the school, and the size of each section of the school, mean that girls are truly well known by their teachers, and feel connected with those around them.

We focus on the individual

St George's focus on the individual is paramount: each girl is encouraged in her distinctive talents and interests to achieve her true potential. Our emphasis is upon supporting each individual chosen pathway. Whatever a girl's ambitions and passions are, we help them get there. We are equally skilled at supporting applications to Oxbridge, to apprenticeships and highly competitive Art Foundation courses.

Opportunity and empowerment

St George's genuinely offers an all-round education. The breadth of choice in our academic curriculum, range of clubs and activities on offer, and the emphasis on giving a voice to the students helps to encourage an atmosphere of open dialogue. This means that every girl grows in knowledge of herself, has confidence in her own abilities and is comfortable in her own skin.

An all-through school

St George's is one of Scotland's largest girls' schools and the only all-through girls' school in Edinburgh for girls from 3 to 18 years. Boys are welcome in the nursery and to the end of P3.

Nearly 600 girls from ages 3 through to 18 flourish in their own sections of the school. Nursery accommodates children from the term of their 3rd birthday through to age 5; Junior School takes pupils from age 5 to 10 through P1 to P5. In our unique structure, Lower School follows for girls from ages 10 to 13 (P6, P7, S1); Upper School is the final phase from age 13 to 18.



Houldsworth House, the onsite boarding house, offers up to 50 girls from the UK and abroad, from the age of 10, a residential facility which adds an international dimension to our outward-looking community.

Houses: Pupils are attached to a particular house throughout their time at St George's and family members all belong to the same house.

Excellent levels of academic attainment

We figure consistently highly in the independent schools' league tables for Scottish Advanced Higher results. This success is a product of the all-girls' learning environment, inspiring and dedicated teachers and the personal support that we can offer to the girls.

The curriculum is coherent across the whole school and GCSE, as a two-year programme, provides an excellent foundation for moving on to Scottish Higher and Advanced Higher. We offer exceptional qualification pathways.

Students are highly motivated to achieve the best of their abilities. Most achieve their first choice of post-school destination. The Heads of Sixth Form and Careers are instrumental in ensuring the high quality of student welfare, the Sixth Form enrichment programme, careers guidance, work experience and UCAS applications which lead to meaningful destinations.

To offer further academic support to students, the extensive Support for Learning Department provides additional support and some teachers take on the role of academic mentors.

Co-curriculum

We run a co-curriculum that is character building – it fosters risk taking and thus develops courage and spirit. Our emphasis on learning outside the classroom, to support learning inside the classroom, is very important to us. We genuinely believe in a creative and balanced education hence the value we place upon a rich and diverse co-curricular and enrichment programme which broadens horizons and encourages ambition.

International perspective

We facilitate international education through global partnerships and exchanges. With overseas boarders and ESOL support, we prepare students to thrive in global opportunities.

Campus and facilities

St George's is situated on a spacious parkland campus with plenty of lawned landscaped school grounds and green playing fields in the popular, leafy residential area of Murrayfield.



Location

Located in the heart of Edinburgh, we have excellent transport links and access to a cosmopolitan, cultural hub.

Pastoral and community

The welfare, well-being and personal and social education of each student are of central importance. This is a central tenet of the girls' educational experience and is founded on excellent relationships throughout the school.

Our community is one where we want every individual to feel they belong and are celebrated. Open-mindedness and sense of shared aims within the community is reflected in a mutually supportive and welcoming staffroom.

We are a school where students from a rich variety of backgrounds (ethnic, national, geographical, linguistic and socio-economic) mix readily and easily. We consider ourselves to have broad horizons and value internationalism, in light of the global opportunities that we are preparing girls for.



VACANCY DESCRIPTION

HEAD OF FACULTY OF SCIENCE

Job Purpose

To be responsible for the leadership and management of the Faculty of Science within the school and to build upon the outward facing work of the school in offering opportunities to girls in STEAM subjects.

- To lead the provision of science education by the Faculty of Science at St George's School, developing and delivering an up-to-date curriculum for the benefit of the whole school community, ensuring that the provision of science is delivered effectively to the students in accordance with national guidelines and school policy and optimal continuity of provision in learning and teaching, including health and safety measures.
- To work with the Senior Leadership team and related departments to build external links and partnerships that support the school's aim to pioneer in the provision of opportunities to girls in STEAM subjects, where there is under-representation of women.
- To liaise with the Junior School Science Co-ordinator to ensure all through progressive provision of science education.
- To work with the Principal teachers of Biology, Chemistry and Physics to ensure maximum continuity of learning and teaching in science.
- To support and promote the celebration of science in and beyond our community.

Accountable to

Deputy Head (Academic)

Key responsibilities

Leadership and Management

- To proactively lead and manage all aspects of the Faculty of Science and working with the Junior School Science Co-ordinator and Principal teachers of Biology, Chemistry and Physics to ensure an all through and progressive science curriculum.
- To keep up to date with new information about specific areas of practice relating to the provision of science education.
- Effectively line manage the Principal teachers of Biology, Chemistry and Physics, teachers and technicians within the Faculty of Science, including participation in St George's School Professional Review and Development for colleagues within the department.



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- Maintain and develop guidelines for the provision of science education and monitor lessons through St George's School Quality Assurance procedures.
- To facilitate, attend and record regular meetings that support all aspects of the Faculty of Science in the communication of information, decision-making and task delegation.
- Prepare and implement the annual faculty development plan which sets out clear objectives and links to the school's key priorities, working with the Principal teachers of Biology, Chemistry and Physics in developing and implementing appropriate departmental plans.
- Organise the timetable for Remove (P7) integrated science and individual science provision from Lower 4 (S1) to Upper 6 (S6) in liaison with the Principal teachers of Biology, Chemistry and Physics.
- Liaise with Primary 6 staff in relation to the provision of integrated science teaching and provision.
- Liaise with the Junior School Science Co-ordinator in relation to development and provision of an all through and progressive science curriculum.
- Provide analysis of examination attainment for students who have taken public examinations, while monitoring outcomes in internal examinations.
- Manage the programme of 'drop in' sessions offered by the faculty and monitor their effectiveness.
- Ensure there is a varied, well-run and inspiring programme of co-curricular opportunities and trips offered by the Faculty throughout the school.
- Provide a safe, purposeful and well-ordered learning environment, which includes suitable displays to engage students in their learning.
- To liaise with the Deputy Head (Academic) to ensure the faculty's contribution to the whole curriculum, its breadth, balance and progression.
- To ensure monitoring of Support for Learning Profiles and relevant provision for identified students.
- Provide reports for Council and related committees as required.

To the Students

- To work with the Head of Careers to bring inspiring role models working in Science-related professions into school and demonstrate the range of opportunities available to students beyond school.
- Foster a lively and enthusiastic atmosphere within the school, which will stimulate students to a high standard of interest across all areas of science; to ensure that students are positively encouraged to develop their potential to the full.
- To keep abreast of developments within the curriculum and ensure the provision of science education is appropriate.



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- To ensure that students' work and performance are monitored, assessed and progressed in line with national and school requirements.
- To encourage students to have confidence in themselves and to take responsibility for their own learning.
- To ensure the safety of all students under supervision and to make students themselves aware of relevant health and safety issues.
- To work closely with the Access Arrangement Co-ordinator to ensure appropriate monitoring and recording for individual students for the purposes of access arrangement provision for internal and external examinations.
- To participate in the faculty's contribution to the co-curricular programme.

To the School

- To work with the Senior Leadership team to develop and implement a strategy for increasing outreach partnerships and links that facilitate our aim to pioneer in the area of providing exceptional opportunities for girls to engage in STEAM subjects.
- To work with colleagues to promote and maintain high standards of behaviour throughout the school.
- To maintain the highest standards and represent good practice in the delivery of science education.
- To advise the appropriate Year Head and Form Tutor/Teacher of any pupil who needs care or help or who does not respond to acceptable codes of conduct.
- To become familiar with and practise the rules and guidelines on Health and Safety, to oversee departmental risk assessment and to ensure that pupils and staff are aware of them and comply with them.
- To carry out a share of the supervisory duties in accordance with published schedules.
- To maintain high personal standards of punctuality and appearance.
- To follow guidelines and meet deadlines for recording and reporting pupil progress.
- To seek the Head's authorisation for any anticipated absence from school.
- To give as much notice as possible of unavoidable absence through sickness and to indicate work for classes to follow in case of absence.
- To attend all relevant Academic Leadership Meetings, Staff Meetings and in-service days and any training courses recommended by the Head or Deputy Head (Academic).
- To make recommendations for the continuity of teaching in the Faculty in the absence of colleagues.
- To attend all Parent/Staff Meetings or other meetings about students as required by the Head or Deputy Head (Academic).



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- To complete student reports and to oversee the completion of student reports by members of the faculty, according to the guidelines and deadlines for reporting.
- To be responsible for the security and safe use of valuable items held by the faculty.
- To participate in the rota of cover for absent colleagues.
- To report to the facilities management team any damage to departmental areas, equipment, furniture and fittings and health and safety issues.

To the Parents

- Value the importance of the home-school partnership, working closely with other members of staff to establish and manage good relationships with parents.

Addendum

- The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment.
- This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.
- This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once every two years and it may be subject to modification or amendment at any time after consultation with the holder of the post.

Useful Links

- <https://www.scotsman.com/news/opinion/columnists/scotlands-pisa-education-rankings-gender-stereotypes-are-one-reason-why-scotland-fared-so-badly-carol-chandler-thompson-st-georges-school-4436294>
- <https://www.scis.org.uk/blog/st-georges-school-hosted-women-in-computing-encouraging-girls-across-edinburgh-to-consider-a-career-in-tech>
- <https://www.stge.org.uk/stories/marni>
- <https://www.stge.org.uk/stories/mhairead>
- <https://www.stge.org.uk/stories/bivy>
- <https://www.stge.org.uk/latest/st-georges-students-engineer-success-at-formula-1-in-schools-regional-finals>
- <https://www.stge.org.uk/latest/uksd-competition-runners-up-our-journey-at-the-uk-space-design-competition-national-finals>



ABOUT US

FACULTY OF SCIENCE

The Faculty of Science is responsible for delivery from P7 (Remove) to Upper Six (S6) and works closely with P6 and the Junior School Science Co-ordinator. Based in the Upper School building, seven laboratories provide specialised space for each of the science subjects, with staff bases and technician preparation rooms. With nine members of staff, the Faculty of Science creates an environment where continuation in the study of science subjects is high through to Advanced Higher, which follows Higher in Lower 6 (S5) and GCSE in the single sciences in Lower 5 (S3) and Upper 5 (S4).

The enjoyment of science as a curriculum subject is enhanced by interdisciplinary learning that takes place within the co-curriculum and leads to high uptake rates for university STEAM subjects, with 99% of students obtaining entry into their first choice course in recent years. Variety in the co-curriculum and the opportunity for students to suggest activities supports ongoing success in Space Design and more recently Formula 1 in Schools, both enhanced by the ability to undertake the CREST Award or undertake an Extended Project Qualification (EPQ) with a scientific focus.

Fieldwork in Biology for examination classes, developing and leading a STEAM focused World of Work trip for Lower 4 (S1) students, along with a biennial trip to CERN to visit the large hadron collider, each indicate the passion that is fuelled for study across science at St George's School.



Benefits package

- Reduced school fees and wraparound care at St George's School
- Pension contribution
- Staff lunches
- Access to school buses on school bus routes (small charge payable)
- Professional learning and development opportunities
- Employee Assistance Programme
- Generous annual leave entitlement
- Cycle to work scheme
- Opportunity to benefit from the use of school facilities; libraries; sports facilities etc
- Death in service benefit
- Opportunities for teaching staff to apply annually to undertake a collaborative professional development exchange / visit with partner school (s)
- Opportunity to join our community and contribute to social, music, drama and other events and activities

Salary Details

Point 3 of St George's Principal Teacher Spine

Key dates

Closing Date - 12 noon, 10th March 2025

Interviews - W/C 17th March 2025

