Information for Prospective Candidates

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Gildredge House

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MARCH 21 2024

Gildredge House
Position: Teacher of Computer Science.
Full time, permanent
Start date: 01 Sept 2024; July start available for ECTs
Deadline: Please see website for details

An insight into the role

Dear Applicant

As a school, we are delighted that you are considering applying for the post of Teacher of Computer Science. We hope this pack is informative and useful but if you require any additional information or have questions, please contact [careers@gildredgehouse.org.uk.](mailto:careers@gildredgehouse.org.uk) Visits to the school or phone calls with the Head of Secondary are welcomed.

We warmly welcome visits from prospective applicants. Please contact us if you would like to visit the school in the week beginning Monday 25th March 2024

CLOSING DATE:	Monday 15th April 2024 at 9.00 a.m.
START DATE:	01 September 2024
INTERVIEWS:	In the week following the closing date for applications
HOURS OF WORK:	Full time, Permanent
SALARY RANGE:	Gildredge House Main Pay Range M1-UPR3 *(£30,000 - £46,525 in 2023-24)*

- Can you inspire young people through your own fascination with Computer Science?
- Do you possess high emotional intelligence that builds lasting professional relationships?
- Are you a team player ready to tackle the educational challenges of the future?

If the answers to these questions is 'yes', then Gildredge House wants to hear from you.

This is an excellent opportunity to join our school. We are looking to appoint an exceptional candidate to the position of Teacher of Computer Science for our all through free school. Teachers in the early stage of their career would benefit from the wealth of experience and talent amongst the Teaching Staff and Senior Leaders at Gildredge House. ECTs are welcome to apply and would be supported through their two-year induction programme by a supportive and experienced mentor.

Our 'Good' Ofsted judgement (November 2018) is a strong foundation on which to build and develop the school. The challenge is to sustain and further improve through every aspect of Gildredge House as the school continues to develop.

As Teacher of Computer Science, you will join an outstanding team of inspirational teachers, where you will ensure that our students enjoy and achieve highly in their Computer Science learning. You will be a Computer Science specialist in the secondary phase. We ideally need a strong GCSE teacher as most of your teaching will be in Years 7 – 11. This is an exciting time to join our School, with opportunities for professional development ranging from KS2 transition with Year 6 to inspiring our students to choose Computer Science studies at Sixth Form and at university.

You will be working with a team of staff who are dedicated to providing engaging, stimulating lessons to students of all abilities, and classrooms where rapport and relationships are given the highest priority. We plan with creativity and teach with enthusiasm, ensuring that every

student reaches their full potential. We aim to help students develop resilience and confidence in the face of a challenging curriculum, not only to prepare them for demanding examinations but also to foster a lifelong love of science and the world around them.

Gildredge House offers:
- continuity of education for boys and girls aged 4+
- an expectation of high academic standards
- strong discipline
- excellent pastoral care
- a range of extra-curricular activities
- parent and community involvement

Our school motto: 'Aspire'

As an employee of the school, you would benefit from:

- A two-week break in the Autumn Term, allowing for holidays to be taken out of peak season

- A supportive induction programme for new staff to the school.

- Investment into your career development through appropriate, regular CPD

- Support and mentoring by a strong Senior Leadership Team and other experienced leaders.

- Access to a full employee assistance programme, in support of wellbeing

- Complimentary tea and coffee in our staffroom

- On-site parking

If you would like to find out more, please get in touch. We welcome visits from prospective candidates, by appointment. Please contact us via: careers@gildredgehouse.org.uk to enquire.

If you are interested in the position please download the Application Pack on our website.

Please complete the Application for Employment and return to careers@gildredgehouse.org.uk by 9.00 a.m. on the date indicated on the website.

If you wish to discuss the post further or visit the school, please contact careers@gildredgehouse.org.uk Tel: 01323 400650.

Gildredge House is committed to safeguarding and promoting the welfare of children. All offers of employment with the school are subject to pre-employment checks which will include References, Health, Right to Work in UK, a satisfactory Enhanced DBS with Children's Barred List check and a Declaration that neither they nor anyone who lives in the same household is a disqualified person under the Childcare (Disqualification) Regulations 2006.

Please note that under the GDPR, by replying to this advert, you are consenting to Gildredge House processing and retaining your personal information for the purposes of this application. You have the right to withdraw your consent and ask for your data to be deleted

at any time, however it will then not be possible for Gildredge House to process your application any further. For further details please see the specific Privacy Policy for job applicants which can be found at https://www.gildredgehouse.org.uk/our-school/data-protection/

Gildredge House Teacher of Computer Science
Job Description

Post
Teacher of Computer Science in the secondary age range 11-16
Full Time

Purpose of the Job
We are looking for an enthusiastic and motivated teacher of Computer Science to develop and create engaging learning experiences for students across the 11-16 age range. The successful candidate will have the ability to teach Computer Science at Key Stage 3 and 4 and, and to carry out such other associated duties as are reasonably assigned by the Head of Secondary and Executive Head Teacher.

Functional Relationships
> The post-holder is responsible to the Deputy Head Teacher in all matters and to the Teacher in Charge of Computer Science and ultimately the Head of Department in respect of day-to-day curricular matters.
>
> The post-holder also interacts on a professional level with colleagues and will seek to establish and maintain productive relationships with them and to promote mutual understanding of the school aims with the purpose of improving the quality of teaching and learning in the school.

Particular Responsibilities
> This post offers an exciting opportunity for either an experienced or aspiring teacher to provide stimulating, academically rigorous teaching of Computer Science.
>
> The particular responsibilities attached to the post of Teacher of Computer Science are as follows:

to teach, according to their educational needs, students assigned to the allocated classes
to control and oversee the use and storage of books, computing equipment and other teaching materials provided for class usage
to maintain discipline in accordance with the behaviour and disciplinary policy of the school
to contribute to meetings, discussions and management systems necessary to coordinate the work of the subject and integrate this into the work of the school as a whole in seeking to achieve school aims and targets
to promote safeguarding, student well-being and equal opportunities within the school and to seek to ensure the implementation of the school's equal opportunities policy in keeping with the Equality Act 2010.

A classroom teacher's professional duties are deemed to include the following:

Teaching (having regard to the curriculum of the school):
- planning and preparing courses and lessons;

- developing teaching resources, particularly with regard to the differentiation for students of different abilities and the increased use of ICT;
- teaching the students assigned to the teacher (according to their educational needs) and setting and marking work to be carried out by the students in school or elsewhere;
- providing or contributing to oral and written assessments, reports and references relating to individual students and groups of students;
- implementing whole school academic policies.

Activities related to teaching
- promoting the general progress and well-being of individual students and of any class or group of students assigned to the teacher;
- providing guidance and advice to students on educational and social matters and on their further education and future careers, including information about sources of more expert advice on specific questions; making relevant records and reports;
- making records of, and reports on, the personal and social needs of students;
- communicating and consulting with the parents of students;
- communicating and co-operating with persons or bodies outside the school;
- attending and presenting reports at Governors' meetings if required;
- participating in meetings arranged for any of the purposes described above.

Review: further training and professional development
- reviewing methods of teaching and programmes of work; and
- participating in arrangements for further training and professional development.

Educational methods
- advising and co-operating with the Head Teacher and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment, and pastoral arrangements.

Discipline, health and safety
- maintaining good order and discipline among the students and safeguarding their health and safety both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere.

Staff meetings
- participating in meetings at the school which relate to the curriculum for the school or the administration or organisation of the school, including pastoral arrangements.

Covering for absent colleagues
- rarely supervising / teaching any students whose teacher is not available.

Public examinations
- participating in arrangements for (i) preparing students for public examinations and (ii) assessing students for the purposes of such examinations;
- recording and reporting such assessments; and
- participating in arrangements for students' presentation for, and supervision during, such examinations.

Whole School
- Most staff are responsible, as Form Tutors, for the academic progress and pastoral welfare of a small group of students.

- Most staff attend assemblies, register the attendance of students and supervise students, whether these duties are to be performed before, during or after school sessions.
- All teaching staff are expected to contribute to the extra-curricular life of the school by offering an activity or participating in the supervision of student preparation.
- All staff are expected to participate in whole-school and out-of-school activities as reasonably required.

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks, but sets out the main expectations of the school in relation to the post holder's professional responsibilities and duties, including the provision of high quality teaching and learning and the safeguarding, well-being and care of students.

Elements of this job description and changes to it may be negotiated at the request of either the Head of Secondary and Executive Head Teacher or the incumbent of the post, and it should be noted that the post-holder is expected to carry out such duties as may reasonably be required by the Head of Secondary and Executive Head Teacher from time to time.

Person Specification

Qualifications

Essential
Honours degree in an appropriate subject area from a recognised university
QTS

Desirable
Masters, higher degree

Early Career Teachers (ECTs) are welcome to apply

Experience

Essential
Experience of teaching Computer Science or Computing, including evidence of high student achievement to at least GCSE

Desirable
Experience of working in the IT industry
Experience of teaching Computer Science or Computing up to A level.

Knowledge and understanding

Essential
Knowledge and understanding of ICT and Computer Science
Knowledge and understanding of programming
Relevant and up-to-date knowledge of what is required in a modern IT working environment.
Awareness of Equal Opportunities, Health & Safety and Safeguarding issues and in particular how these relate to e-Safety policy and practice
Theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies) including teaching and learning styles
Assessment, recording and reporting of students' progress including AfL, AEN

Desirable

Knowledge and understanding of networking / web design / digital media
Knowledge and understanding of Virtual Learning Environment development and broadcasting platforms, such as Planet eStream

Skills

Essential
To promote the school's aims positively and use effective strategies to teach, assess, and monitor / evaluate one's professional practice
To develop appropriate and effective teacher-student relationships
To establish and develop working relationships with teachers, parents, governors and the community

- Ability to communicate well with a variety of school stake-holders
- High level oral and written communication skills
- Ability to work under pressure, be an efficient administrator, meeting all deadlines including reports and the prompt marking of work / projects.
- Care about their working environment and maintain an orderly and well-presented classroom.
- Ability to create and maintain a stimulating learning environment
- A good understanding of the principles of positive behaviour management

Desirable
Proven leadership and responsibility
High level ICT in education skills

- Experience and skills in Form Tutoring

Personal Attributes

Essential
Passion for and commitment to e-learning and e-teaching
Flexibility and adaptability in terms of new ideas and approaches
Enthusiasm for the curriculum subject area(s) and for teaching in the secondary phase
Willingness to organise and contribute to extra-curricular activities
Strong commitment to the values and ethos of Gildredge House

Desirable
Ambition and potential for further promotion
Enthusiasm and willingness to teach Computer Science in KS3 and KS4

"Our vision is for all students to be co-operative, confident, ambitious and successful members of our community"

If you think like us and share the same beliefs and thoughts, we would love to have you on board. You will be joining a team that is extraordinarily hardworking and most importantly makes sure each child reaches their full potential.

The deadline for applications is indicated on the school website. If you are interested in the position, please complete an Application Form, available from the school website: https://www.gildredgehouse.org.uk/home/contact-us/staff-vacancies/

Please return the completed Application for Employment to careers@gildredgehouse.org.uk by **9.00am on the closing date**.

We look forward to hearing from you.