

Philpots Manor School

JOB DESCRIPTION & PERSON SPECIFICATION

Computing Teacher

Job Description	
<p>The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.</p>	
Summary of the role:	<ul style="list-style-type: none"> • To lead, manage, and be accountable for delivering and developing the computing curriculum throughout Key Stages 2, 3, and 4 in order to achieve the highest possible standards of pupil progress and attainment. • To be accountable for student progress so that each individual student achieves their optimum level in computing and ensuring that effective strategies are in place to further raise standards of student attainment and achievement; • To ensure the provision of an ambitious, broad, balanced, relevant and differentiated curriculum which is carefully planned and sequenced • To be vigilant about digital literacy and internet safety; teaching learners how to stay safe and what to do if they are not sure
Line management responsibility to:	Head of Academic Curriculum
Line management responsibility for	Teaching Assistant
Main duties and responsibilities:	<p>The main accountabilities are to:</p> <ul style="list-style-type: none"> • plan and implement a computing curriculum that is ambitious, broad, balanced, relevant and differentiated; • provide a safe nurturing classroom and school environment that supports learners SEND needs. • plan, resource and deliver lessons that allow stimulating and enjoyable learning to take place across the whole school. To include accredited courses and qualifications up to GCSE and BTEC; • ensure the production, evaluation and revision of schemes of work and subject syllabuses to meet the needs of individual students; • monitor the progress of students taught ensuring that effective use is made of the data to set targets for achievement in computing; • ensure that all students are given quality feedback in order to make rapid and sustained progress; • Ensure that all students achieve at chronological age level or above, or if well below level, make significant and continuing progress towards achieving at level; • ensure that individual learning targets are set for all students; • Help to maintain / establish excellent standards of behaviour for learning across the school; • maintain regular and productive communication with parents, to report on progress, sanctions and rewards and to relay other relevant information; • promote enrichment and extra-curricular activities; • Help create a strong school community reflective of our key values; • Develop a culture that is committed to high achievement and where the learning of students is our constant focus;

	<ul style="list-style-type: none"> • Work with students, staff and parents to promote consistently excellent behaviour for learning and caring, respectful relationships • To manage the computing budget in line with financial regulations and procedures; • Work with students, staff and parents to promote consistently excellent attendance, behaviour for learning and caring, respectful relationships with others; • undertake professional development and appraisal; • oversee ordering, maintenance and accountability for the teaching and learning resources within the department; • ensure the care of rooms and other spaces, including furnishings and fittings; • ensure the school's Health and Safety policy is implemented and monitored, including appropriate risk assessments when necessary; • ensure all classrooms and corridors in the vicinity of and relating to computing have inspiring displays of material including students' work which is regularly updated; • maintain and regularly update the department inventory of equipment and audit on an annual basis; • Undertake other responsibilities as directed by the Management Group. •
Hours of Work	<p>The core hours for this role are 8.45 – 4.00, Monday, Tuesday and Thursday. 8.45 - 4.30 on Wednesday and 8.45 - 3.30 on Friday, during term time. On occasion you will be required to work additional hours to enable you to fulfil your role.</p> <p>You will be required to participate in 6 INSET Days a year, Maybo, and other training as necessary during school holidays or at weekends during term time and other training during lunch breaks in term time.</p>

You may also be required to undertake such other comparable duties as members of the Management Group requires from time to time.

Person Specification

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	Essential	Desirable	Method of assessment
	These are qualities without which the Applicant could not be appointed	These are extra qualities which can be used to choose between applicants who meet all of the essential criteria	
Qualifications	<p>Qualified teaching status.</p> <p>Qualification in managing online safety in schools (or ability to complete it before taking up the position)</p>	<p>SEND qualification eg trauma informed practitioner, autism awareness</p> <p>Degree in Computer Science or related subject</p>	Production of the Applicant's certificates
Experience:	<p>Experience of teaching computing to young people aged between 7 - 19.</p> <p>Working with children with special educational needs.</p>	<p>Significant experience of working with learners with SEND (eg in a special school)</p> <p>Experience of organising and running extra-curricular activities.</p> <p><i>Experience of implementing and improving systems of safety in technology in schools</i></p>	<p>Contents of the Application Form</p> <p>Interview</p> <p>Professional references</p>
Skills	<p>Highly skilled classroom practitioner, able to use a variety of teaching strategies</p> <p>Enthusiasm for teaching and learning computing</p> <p>Ability to support learners with SEND</p> <p>ICT competent.</p> <p>Effective behaviour management</p> <p>Able to analyse computing progress data</p> <p>Able to work with colleagues as part of a team</p>		<p>Contents of the Application Form</p> <p>Interview</p> <p>Professional references</p>
Knowledge	<p>Knowledge of SEN Code of Practice</p> <p>Awareness of NC requirements at at least two key stages</p> <p>Understanding of how to set and monitor challenging targets</p> <p><i>Knowledge of filtering and monitoring systems</i></p> <p><i>Up to date knowledge of digital literacy best practice in order to teach learners how to stay safe online</i></p>	<p>Completed training in online safety</p> <p>Knowledge of SEND including Cognition and Learning, Communication and Interaction, Social, Emotional and Mental Health and Sensory and Physical</p>	<p>Contents of the Application Form</p> <p>Interview</p> <p>Professional references</p>

Personal competencies and qualities	<p>Well organised and willing to organise cross-curricular activities</p> <p>Vigilance in keeping children safe online</p> <p>Create and maintain positive and supportive relationships with staff, parents, and stakeholders;</p> <p>Engage with appropriate training opportunities to promote professional effectiveness in this role.</p> <p>Model best practice and uphold the principles of confidentiality and data protection at all times.</p> <p>Inspire and influence others to believe in the fundamental importance of education in young people's lives and to promote the value of education.</p> <p>Demonstrate School values:</p> <ul style="list-style-type: none"> ● Mutual respect ● Compassion and Kindness ● Responsibility ● Creativity and Innovation ● Resilience ● Integrity 	<p>I</p>	<p>Contents of the Application Form</p> <p>Interview</p> <p>Professional references</p>
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