Pleckgate
HIGH SCHOOL

Aspire & Believe. Act & Succeed.

Head of Computer Science, ICT & Business Studies

Candidate Information

Welcome

A message from the Headteacher

Dear Candidate,

Applications are welcome for the position of Head of Computer Science, ICT and Business Studies at Pleckgate High School. This is a special opportunity for an outstanding, ambitious and dynamic leader to join the school during the most exciting new phase of its journey to outstanding. You will play a vital role in taking the department and school forward on the next stage of our journey. Pleckgate High School is a thriving multi-cultural community that places the best interests of young people at the heart of everything we do. Pleckgate is a rapidly improving 11 – 16 secondary school comprising of 1100 students and 150 staff with state of the art facilities. We are an academy under the sponsorship of the Education Partnership Trust (EPT).

At Pleckgate everyone is committed to providing the best educational experiences and opportunities for our students. At the heart of the school's work is a commitment to high quality teaching and learning and achievement for all: for our students to be safe, happy and successful developing as individuals into caring, responsible citizens who participate fully in school life and are proud of their achievements. Every student at Pleckgate is encouraged to have ambitious goals and everybody is responsible for creating a culture of high expectations and academic excellence.

The students, as you will see for yourself should you visit us, are happy, articulate, hard-working and very positive about the school. They are an asset to our community, are incredibly friendly and want to receive a high quality education and to be successful. In addition, we have a highly committed, talented team of teaching and support staff who are both enthusiastic and passionate about providing the students in our care with an exceptional education.

If you are excited by the prospect of playing a significant role in helping us achieve our ambitions; have a core belief that all students, no matter what their background or ability, can achieve; and have a passion for and clear understanding of providing an outstanding education, then, we would love to hear from you. In return, we will guarantee you the very best level of support, focusing on providing you with the right environment.

If you have any questions about our school, or the role itself, please don't hesitate to get in touch and please visit our school website www.pleckgate.com to get a flavour of our what we have to offer.

Mark Cocker
Headteacher

Named as a Beacon of Success

by the Institute for Public Policy Research

Secondary School of the Year 2016 & 2017

Placed in the top five schools in the UK

based on results for schools with similar prior attainment

Progress 8 Score:

This school's Progress 8 score is **0.4**

Well below average	Below average	Average	Above average	Well above average
About **12%** of schools in England	About **18%** of schools in England	About **40%** of schools in England	About **18%** of schools in England	About **12%** of schools in England

SSAT EDUCATIONAL OUTCOMES AWARDS 2017

SPONSORED BY LEXONIK

Education Partnership Trust

An Education Partnership Trust School

Job Description

Head of Computer Science, ICT & Business Studies

Required: Spring Term May 2019 (or earlier)
TLR 2C - £6,646

Pleckgate High School is celebrating another successful year, with an impressive fourth successive positive Progress 8 score, continuing the school's success from 2017 that placed us in the top 18% of schools nationally. Pleckgate is committed to developing the potential of every student. We have strong and supportive relationships ensuring our expectations and visions are shared with parents, students and staff. We are looking for a talented individual to support us on our journey from 'Good' to 'Outstanding'.

The Governing Body wish to appoint a dynamic and innovative Head of Computer Science, IT and Business Studies, who can lead the department towards outstanding achievement for all students. The successful candidate will be a highly determined, outstanding classroom practitioner who will provide professional and positive leadership and management of the team, supporting and developing them and ensuring accountability for student progress.

This post offers outstanding opportunities for continuous personal and professional development for a highly motivated and ambitious teacher looking for career advancement. ICT is delivered throughout the curriculum at key stage 3 and along with Computer Science and Business Studies are popular options at key stage 4. The department has four dedicated classrooms, fully equipped with interactive technology, printing facilities and visualizers. As Head of Department, the appointed person would be leading two other members of staff and would have the autonomy to develop the subjects as a distinct area, while supporting staff across the school to ensure ICT skills are offered and developed throughout the curriculum.

The role would suit an existing middle leader looking to play a leading role in a new context or for someone looking for their first curriculum leadership role.

We are looking for someone who is:

- Committed to outstanding teaching and learning practices, which result in successful outcomes for all of our students.
- Able to think strategically and creatively with an excellent understanding of developments in the technology and information curriculum
- Able to engage, motivate and inspire students and colleagues.
- Enthusiastic and visionary with regard to curriculum implementation and extra-curricular opportunities
- A successful practitioner with a track record of high expectations and successful outcomes.
- Committed to their own professional development

We can offer you:

- A culturally and socially diverse student body who behave well and are keen to learn
- Support from a dedicated and experienced department
- A supportive environment with high quality CPD opportunities
- An ICT rich environment where all students have mini iPads and all teachers have iPads and a MacBook
- A well-resourced modern school building, opened in 2011
- Part of a growing MAT with associated benefits such as Health & Dental care plans for staff

The school is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. All posts are subject to enhanced DBS clearance.

A candidate pack and further details for this post are available from the school website www.pleckgate.com
Applications for this exciting post are to be made through http://www.educationpartnershiptrust.org/vacancies/

Closing Date: 12th December 2018 9:00am Interviews: Week Commencing 17th December

Further enquiries to Jayne Ferguson, PA to Headteacher: jferguson@pleckgate.com

Job Description

Head of Computer Science, ICT & Business Studies

Job Purpose

To provide high quality leadership to the department to raise student achievement and provide appropriate support to members of the department to maximise the delivery of Learning and Teaching.

Responsibilities

As a classroom teacher

- To undertake any and all duties as laid out in the School Teachers' Pay and Conditions Document and meet the professional Standards for practicing Teachers
- To plan and prepare lessons, schemes of work and assessment materials;
- To teach, according to their educational needs, students assigned to allocated classes, utilising key skills as appropriate;
- To control and oversee the storage of books and other resources required for class usage;
- To ensure positive behaviour management in accordance with agreed school policies, including the administration of rewards;
- To set homework in accordance with agreed whole school and departmental policies;
- To monitor and assess student performance so that targets can be set for individual student improvement, including IEPs;
- To report to parents in accordance with the whole school policy;
- To take registers for each lesson;
- To contribute to departmental meetings, discussions and management systems necessary to co-ordinate the work of the department and integrate this into the work of the whole school;
- To participate in the Performance Management Review cycle as per the school policy.

As a form tutor

- To take the register each morning session and lead the daily act of worship;
- To provide general support and guidance to students and monitor performance in accordance with the school's policies;
- To monitor students' attendance and conduct and liaise with Heads of Year, Heads of School, Attendance Officer and Pastoral Liaison Officer;
- To liaise with parents regarding issues as they arise;
- To complete student reports in accordance with the school policy on Assessment and Reporting.

Standards

- To monitor and evaluate the quality of learning and teaching; standards of attainment and performance within the department;
- To be accountable for standards across all key stages, providing accurate and consistent assessment data;
- To be accountable for raising and sustaining the quality of teaching and learning within the department;
- To write departmental self-evaluations and improvement plans as per school policy;
- To conduct lesson observations as a means of sharing best practice and coaching;
- To ensure a positive climate for learning;
- To have high expectations of self, staff and students;
- To use data analysis to track student performance and that of teachers;
- To ensure marking and assessment is consistent across the department to ensure this follows whole school policies;
- To ensure reporting complies with whole school policies;
- To lead the planning of schemes of work at all key stages to maximise the learning opportunities of students of all abilities;
- To identify training needs of staff within the department;
- To organise the structure of teaching throughout the department;
- To meet the needs of students, including the management of behaviour and its impact on learning within the department;
- To plan and implement educational enhancement opportunities, including 'revision classes' and 'visits' etc.

Job Description

Performance Management

- To line manage members of the departmental team and monitor the totality of performance;
- To use comparative data to identify trends in performance;
- To ensure up-to-date knowledge in terms of teaching pedagogy, subject specific and national strategies to enhance student achievement;
- To ensure all statutory requirements are met; and
- To demonstrate a clear commitment to own professional development

Personnel

- To participate in the selection of new staff (where appropriate);
- To delegate duties and responsibilities to ensure staff development and value for money;
- To provide a positive role model to students and staff;
- To take a strong lead on pedagogy/methodology;
- To support, guide and motivate departmental team and support staff;
- To secure the commitment of the departmental team through effective leadership; and
- To chair meetings and embrace teamwork.

To carry out any other reasonable duties and responsibilities decided by the Headteacher

Person Specification

School:	Pleckgate High School
Job Title:	Head of Computer Science, IT & Business Studies
Grade:	MPS/UPS + TLR 2C (£6,646)

No	CATEGORIES	Essential / Desirable
CORE BELIEFS		
1.	A relentless approach to securing the improvement of teaching and learning	E
2.	A commitment to establishing and maintaining honest, meaningful working relationships with children, school staff, parents, carers and the wider community	E
3.	Committed to team work and working collaboratively with colleagues	E
4.	Clear vision of what you want to achieve with the department, aligned to Pleckgate High School's vision and values	E
5.	A commitment to the safeguarding and welfare of all students.	E
QUALIFICATIONS AND TRAINING		
6.	Qualified to at least degree level	E
7.	Qualified teacher status	E
8.	Evidence of relevant and substantial CPD	E
KNOWLEDGE AND EXPERIENCE		
9.	Ability to deliver consistently high quality lessons in this subject to students of all ages and abilities	E
10.	Proven record of significantly raising achievement with all groups of students across the age and ability range, and of helping them achieve impressive examination outcomes	E
11.	Proven commitment to continued professional development and a readiness to reflect and self-evaluate to change, improve and develop.	E
12.	Experience of delivering staff training and undertaking the professional development of other teachers, in particular with regard to high quality teaching, assessment, marking and feedback, questioning, lesson planning and scheme of work writing, and other elements of exceptional subject leadership	D
13.	Experience of having designed, implemented and evaluated effective, imaginative and stimulating schemes of work	D
14.	Experience of leading a team in the development and implementation of a curriculum initiative that had a sustained and demonstrable impact on student progress	D
15.	Thorough knowledge of the requirements of the new National Curriculum in the subject.	E
16.	Good knowledge of current educational developments and initiatives relating to the subject and their implications	E
17.	An understanding of the ways children learn and how individual needs may be assessed and met	E
18.	An understanding of the strategies needed to establish consistently high aspirations and academic / behavioural standards and a commitment to relentlessly implementing these strategies.	E

Person Specification

	PROFESSIONAL SKILLS	
19.	Excellent interpersonal and listening skills and a high degree of emotional intelligence	E
20.	A proven ability to use data confidently to inform and diagnose weaknesses that need addressing, and an ability to plan effectively in order to raise individuals' and cohorts' attainment	E
21.	The ability to develop positive relationships with all young people	E
22.	An effective leadership and management style that encourages participation, innovation and develops colleagues' confidence	E
23.	The ability to lead, coach and motivate staff within a performance management framework, providing professional development and effectively challenging and managing any underperformance, whilst developing the leadership skills of others	E
24.	Well-developed planning and organising skills including time management, prioritisation, delegation and administration. To lead by example.	E
	PERSONAL QUALITIES & ATTRIBUTES	
25.	A clear passion for your subject	E
26.	The ability to enthuse and inspire others.	E
27.	Passion, resilience, maturity and optimism to lead through day-to-day challenges while maintaining a clear strategic vision and direction.	E
28.	Confidence and self-motivation to work well and be decisive under pressure	E
29.	A high level of honesty and integrity	E
30.	A firm and constant belief in the unlimited potential of every student and a commitment to inclusive educational provision	E

Contact

Mrs J Ferguson, PA to the Headteacher

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Twitter   @PleckgateHigh

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