



Head of Computer Science

Application Pack

The Queen Elizabeth Academy,
Atherstone, Warwickshire

Improving Education **Together.**

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Atherstone, Warwickshire



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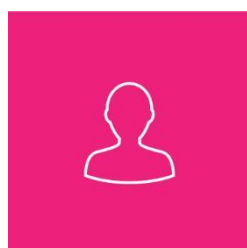
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Improving Education **Together.**



01. About Academy Transformation Trust

We're on a mission

Our mission is to provide the very best education for all pupils and the highest level of support for our staff to ensure every pupil leaves our academies with everything they need to reach their full potential.

These are the things we hold dear

Transparency

As a charity founded on strong ethical practices, Academy Transformation Trust takes pride in being open, honest and crystal clear in everything we do.

Innovation

We are constantly striving to do all we can to make education the best it possibly can be. We are brave in our actions and do everything we can to have a positive impact on whole child development.

Collaboration

We believe the future of education relies upon effective collaboration between academies, and better collaboration between academies and their local communities.

Ambition

We are determined to improve education nationwide by encouraging collaboration and giving academies everything they need to realise their full potential.

We believe every child matters and deserves a first class education.

Our team knows first-hand how to make education better for schools, pupils and their teachers.

For us, the future of UK education relies upon schools working closely together to share best practices, giving every child the best chance in life. We set up ATT to make this vision a reality.

As a not for profit trust, we work with our growing family of primary and secondary academies, and further education providers in the Midlands, East of England and South East.



02. The Queen Elizabeth Academy Information

The Queen Elizabeth Academy is part of the Academy Transformation Trust family of academies.

The Queen Elizabeth Academy is a 11-16 mixed comprehensive academy with a vibrant learning atmosphere, a dedicated and supportive network of staff and exciting plans for the future, including the opening of a brand new school building in September 2016.

The academy's vision is for all students to realise their full potential, equipping them with the skills and qualities required for success in the competitive 21st century. We are committed to raising standards and providing students with exceptional opportunities to support learning.

We look for a number of outstanding qualities in our staff: an innovative and creative approach to their work; enthusiasm, positivity and an unfaltering commitment to our students' success, and an open-minded, proactive attitude to working within a team. We want individuals who want to go the extra mile for our community.

Teamwork is at the heart of everything we do and by working together we aim to secure a successful future for all. We encourage those interested in joining our school to spend some time with us to gain a real understanding of our ethos and what we have to offer.

The dedication of the staff and the enthusiasm of the students, coupled with the support of our parents and carers, makes this a special place.

To find out more, please visit www.tqea.org.uk



The Queen Elizabeth Academy



03. Job Description

Head of Computer Science, Secondary Academy

The post holder will be expected to undertake duties in line with the professional teacher standards for qualified teachers and work towards meeting these standards.

Key responsibilities are:

- > to embrace our vision
- > to champion a culture that promotes excellence, equality, high expectations and aspirations of all pupils in our care
- > to champion a culture and systems which ensure that safeguarding and child protection are of the highest priority
- > to ensure that pupils are offered world class 21st century learning opportunities
- > to inspire all students to achieve their full potential
- > to ensure that all of your teaching, and the teaching of those in your department, is rated as Good or better
- > to ensure all students make Outstanding progress and achieve challenging targets
- > to fully implement all academy policies and procedures
- > to support the development of our family of academies.

Specific Responsibilities

Overview

The Head of Computer Science will:

- > work collaboratively with us and other Trust academies to enhance the whole network
- > champion a culture of high expectations and aspirations so that all pupils are able to achieve their potential and the academy secures high attainment for all
- > support the continued transformation of the quality of teaching and learning so that all pupils consistently make progress which is better than pupils nationally
- > ensure that all staff are respectful towards all pupils, with an unshakable belief in their entitlement to a high quality education, whatever their circumstances and ability
- > take a leading role in the development of new and emerging technologies to enrich and extend the learning experiences of all pupils.

Pupils

The Head of Computer Science will ensure that:

- > pupils are always engaged in safe and healthy educational activities in an environment that is rich and colourful and designed to promote enjoyment and excitement in learning
- > the progress of the department's pupils is monitored and recorded in such a way that, at each stage of development, sufficient information is available to make the most accurate and appropriate decisions concerning individual pupils and thus provide them with personalised support
- > pupils receive efficient, effective and appropriate education according to their individual needs and abilities
- > the academy's Behaviour Policy is implemented effectively.

Curriculum

The Head of Computer Science will ensure that:

- > there is a subject curriculum that is broad and balanced
- > the department takes account of local and national initiatives and policies relevant to teaching and learning
- > there is a commitment to promoting learning at every level and exploring the development of new strategies and techniques, including technologies
- > there is the use of the latest environmentally sound technology in all aspects of the work of the department
- > there is the development of an inclusive approach, which is supportive and reflects the core values of the academy, making it a place where all young people will feel welcome and where their individual needs will be met
- > there is an enquiry and active learning orientated curriculum to develop pupil self-worth, confidence and self-esteem
- > there is a curriculum model which is appropriate for all pupils.

03. Job Description

Ethos

The Head of Computer Science will champion:

- > our vision to aspire to create a learning community built and sustained by a culture of citizenship, respect, trust, honesty, well-being and financial independence
- > an environment where all members of the academy and its community actively demonstrate their care and concern for everyone and fulfil the requirements of our shared vision
- > high morale, with the post holder being a role model for professional standards and leadership.

Staff

The Head of Computer Science will:

- > support all members of the department in the performance of their work by providing clear expectations and guidance, encouraging responsibility in their own management and valuing each individual's contribution and responsibility
- > implement our policies, providing guidance, support and training to ensure all members of the department's staff are held to account, thus ensuring a positive framework for staff development and achievement
- > ensure that departmental staff are responsible for promoting and safeguarding the welfare of children for whom they are responsible or with whom they come into contact
- > support staff development to enable all staff to achieve their professional potential.

Other

The Head of Computer Science will:

- > provide leadership and direction to ensure that the department is managed and organised to meet the aims and objectives of both the department and the academy as a whole
- > to ensure the production and maintenance of appropriate schemes of work and policies for the department, and to implement within them whole academy policies
- > to encourage the development of a suitable range of appropriate and varied teaching styles in the department
- > to be responsible for the allocation of resources for the department, maintaining inventories and ensuring the security of the equipment
- > to be responsible for the departmental budget and ensure that finances are administered in accordance with the academy's procedures
- > to be responsible for the production of reports and examination performance, including the use of value added data
- > to ensure that health and safety policies and practices, including risk assessments, are in line with Academy, local, and national arrangements
- > to undertake performance management review(s) and to act as a reviewer for an identified group of teaching staff
- > to act as a review for identified support staff as part of the line management review (LMR) process
- > liaise as necessary with other recognised bodies or agencies in the furtherance of the academy's needs or those of any child, employee or parent/carer.



04. Person Specification

Head of Computer Science, Secondary Academy

Key responsibilities

At the academy, we strive to achieve excellence and to be judged an outstanding academy. In order to maintain the high standards and build on success of the academy, you will need to:

- > champion a culture of high expectations and aspiration so that all pupils are able to achieve their potential and the academy secures high attainment for all
- > support the continued transformation of the quality of teaching and learning so that all pupils consistently make progress which is better than pupils nationally
- > ensure that all staff are respectful towards all pupils, with an unshakable belief in their entitlement to a high quality education, whatever their circumstances and ability
- > take a leading role in the development of new and emerging technologies to enrich and extend the learning experiences of all pupils
- > maintain and enhance best practice as an academy which works with and for its community.

	Essential	Desirable
Professional qualifications and learning	<ul style="list-style-type: none">• degree in appropriate subject• qualified teacher status	<ul style="list-style-type: none">• undergone safer recruitment training• evidence of continuous professional development (CPD)
Experience of	<ul style="list-style-type: none">• experience of successfully applying a range of teaching strategies• supporting outstanding teaching and learning including adapting lesson content to support and ensure access for EAL and SEN pupils• successfully dealing with a wide range of student behaviours	<ul style="list-style-type: none">• recent work in a UK secondary school/academy• inclusion strategies to support children with SEND• effectively working with a range of stakeholders including parents and external organisations• successfully operating in a middle leadership role

04. Person Specification

	Essential	Desirable
Safeguarding	<ul style="list-style-type: none"> • displays commitment to the protection and safeguarding of children and young people • has up to date knowledge and understanding of relevant legislation and guidance in relation to working with, and the protection of, children and young people • will co-operate and work with relevant agencies to protect children 	<ul style="list-style-type: none"> • holds training and qualification for 'designated child protection'
Shaping the future	<ul style="list-style-type: none"> • can think strategically and build on a coherent vision for an inclusive academy • can ensure creativity, innovation and use of appropriate technologies to ensure the academy 'achieves excellence' • can ensure our shared vision is clearly articulated, shared and implemented in a range of compelling ways • can motivate and enthuse all staff in the development of the academy • can lead and respond effectively to change and challenge 	<ul style="list-style-type: none"> • has had significant experience, within an academy of leading and bringing about effective school improvement
Leading, Learning and Teaching	<ul style="list-style-type: none"> • a Good or Outstanding teacher in your subject • demonstrable ability to engage with learners in a variety of ways • demonstrable ability to move pupils' learning forward • able to effectively evaluate own practice to further improve learning of pupils • the ability to work effectively as part of a team, including across facilities • demonstrable knowledge of behaviour management 	<ul style="list-style-type: none"> • has a track record of securing high standards and at least good progress for all pupils • is an outstanding classroom practitioner within secondary education • has a track record that demonstrates the very best quality of teaching and learning for all pupil groups including SEN and vulnerable • has a proven track record in setting challenging targets, monitoring and evaluating effectively to challenge poor performance and celebrate success • able to demonstrate knowledge of planning, curriculum and assessment procedures
	Essential	Desirable

04. Person Specification

Developing self and working with others	<ul style="list-style-type: none"> • can ensure effective planning, allocation, support and evaluation of work undertaken by teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities • can develop and maintain a culture of high expectations for self and for others • can review own practice, set personal targets and take responsibility for personal development • can manage own workload and that of others to allow appropriate work/life balance • can maintain confidentiality • can articulate and understand current educational issues 	<ul style="list-style-type: none"> • can demonstrate a proven track record of developing self within an educational context • can show resilience in the face of challenge • has excellent interpersonal skills, with the ability to listen and communicate effectively in all contexts and to command respect
Managing the organisation	<ul style="list-style-type: none"> • has the ability to articulate and communicate the vision and values that make the academy unique • has the ability to secure high levels of engagement from staff which enable excellent pupil achievement • has the enthusiasm to take the academy forward through a process of change, development and on-going improvement which is based on critical evaluation, sound planning and challenging targets • mature approach to emotionally demanding work 	<ul style="list-style-type: none"> • has a proven track record in demonstrating best value



05. How to apply

The Queen Elizabeth Academy, Atherstone, Warwickshire

Salary:

MPS to UPS + TLR

Closing date:

22 January 2018

Interviews:

TBC

Start Date:

September 2018

Visits to the school:

For further information about the role and the academy, or if applicants wish to visit prior to completing their application, please contact Mark Williams on 07841 368 765 or tqea@hays.com

Applying

Please apply by visiting
www.academytransformationtrust.co.uk/vacancies

Forward as one. Improving Education Together.

Address:

Academy Transformation Trust
Suite 413
Jewellery Business Centre
95 Spencer Street
Birmingham
B18 6DA

Visit:

academytransformationtrust.co.uk

Email:

office@academytransformation.co.uk



@AcademyTrust