QUEENSMEAD
excellence through learning



CANDIDATE BRIEF

TEACHER OF COMPUTING / ICT

LETTER FROM THE HEAD TEACHER



Dear Applicant

I am delighted that you are expressing an interest in working at Queensmead. I took up the position of Head Teacher in 2009 and it fills me with pride when I reflect on what we have achieved in this time and how we continue to build on our outstanding work. We are committed to ensuring that every student at Queensmead excels and has the very best start in life. Our standards are high and our expectations are clear and consistent.

During my time I have seen some exceptional teachers and also witnessed remarkable growth in teachers. I am proud that several members of my leadership team started their careers as NQTs in our school. We are committed to your development and providing you with the opportunities and support to progress in your career.

I wish you luck with the application process and invite you to visit us and see the school for yourself. Indeed, it was the students and the team that inspired me and many others to join Queensmead!

If you have any questions on the recruitment process, please email recruitment@qmschool.org.uk or visit our website:- www.queensmeadschool.org.uk

Yours sincerely

Rhona Johnston
Head Teacher



We have consistently achieved excellent results at Queensmead and we were in the top 4% nationally for student progress in 2016. See the table below for a summary of our 2017 provisional results:

YEAR 11	
Progress 8 score	0.5
9-4 in English & Maths	79%
Ebacc	43%
Maths 9-4	85%
English 9-4	85%
YEAR 13	
A*-B	48%
A*-C	74%
A*-E	99%
Vocational Average Grade Per Entry	Distinction*-

DEPARTMENT OVERVIEW



Overview

Computing and ICT is a leading department within the school and has been successful year upon year, achieving incredible results (88% A*-C at KS4 and at KS5 ALPS 3 in Computing and ICT and ALPS 1 in the Cambridge Technicals Diploma in IT).

The Department consists of a strong team of six staff who are committed to working together. Staff are keen to collaborate in the planning and preparation of resources to develop enjoyable and creative lessons which meet the needs of all students.

Staffing and Resources

The Department currently consists of seven full-time members and one part-time member of staff. The computer rooms used by the department allow for the appropriate use of up-to-date hardware, software and interactive Smartboards.

We continue to lead the way with the use of Google Apps for Education, encouraging students to utilise Google Docs to produce work, and to collaborate with staff and other students.

The Courses

At KS4 (Years 9, 10 and 11), we currently offer the OCR GCSE Computing specification and the Cambridge Nationals ICT specification.

At KS5 (Years 12 and 13), we offer the OCR A Level in Computing and the vocational Level 3 OCR Cambridge Technicals IT Introductory Diploma.

Students at Queensmead enjoy studying Computing and ICT; both subjects are popular choices at KS4 and KS5.

All classes are mixed ability and, therefore, teachers are expected to show high levels of differentiation, to meet the needs of all learners.

PERSON SPECIFICATION

Classroom Management

To maintain classroom discipline and help maintain school discipline in accordance with school policy standards and procedures; to arrive promptly at lessons and tutor sessions and dismiss students at the correct times; to keep checks on students' attendance at lessons and follow up absences as appropriate; to liaise with Heads of Department and/or pastoral staff on matters of concern relating to individual students.

Subject Responsibilities

To follow conscientiously, departmental syllabuses and schemes of work for each teaching group; to prepare properly lesson materials and to mark students' work consistent with departmental and school assessment policy; to set and mark homework in accordance with departmental and school policy; to have the highest reasonable expectation of individual student performance; to play a part in organisation and administration.

Recording Student Progress

To keep appropriate records of individual students' work and achievements, consistent with departmental and school policy; to make a proper contribution to the writing of school reports; to complete such National Curriculum assessments as are required.

Pastoral Responsibilities

To teach the pastoral curriculum and to follow conscientiously personal, social and health education syllabuses and schemes of work; to act as counsellor and guide to individual students in the tutor group, both in relation to personal development and specific phases of educational development and transition.

Administration

To carry out efficiently the various necessary administrative functions of the Form Tutor including school requirements in relation to the proper and accurate keeping of registers.

Development Aspects

To play a part in the development of departmental, curriculum development group and year team meetings as appropriate; to seek to identify personal staff development and INSET needs and ensure that these are discussed with Head of Department/senior pastoral staff.

Appraisal/Performance Management

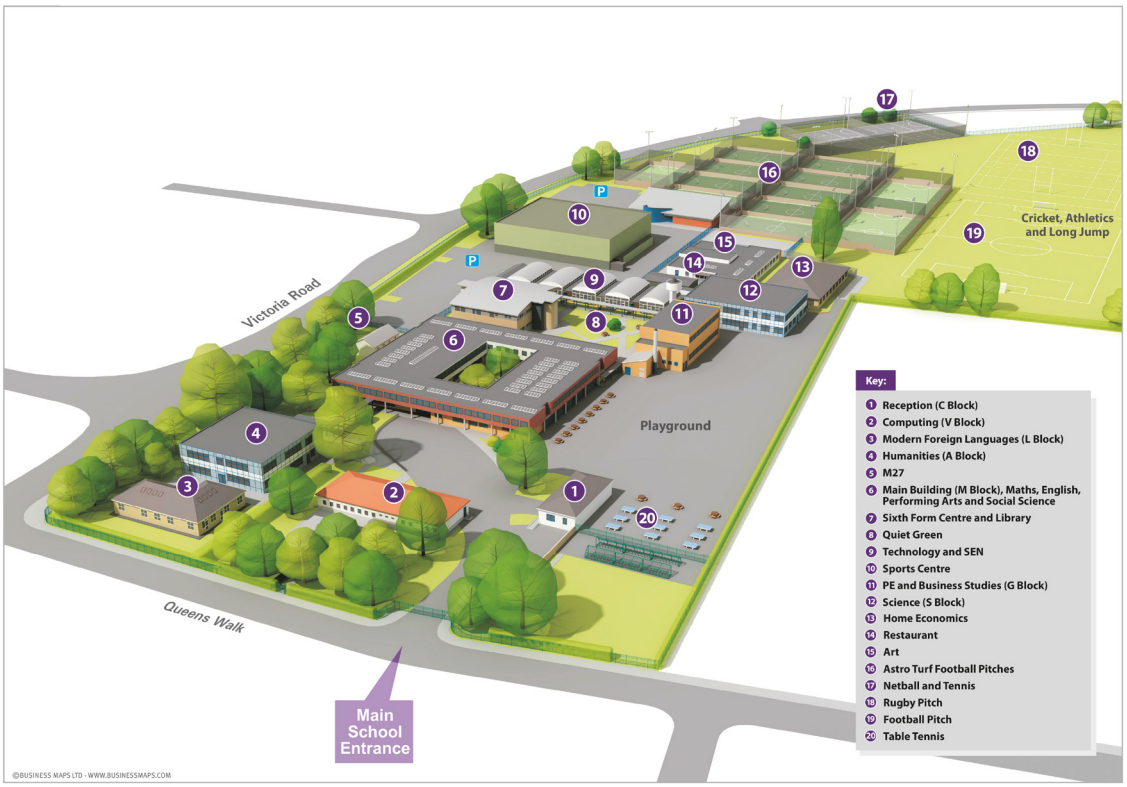
To play a part, as required, in the school's appraisal programme, both as appraisee and, where appropriate, as appraiser of other colleagues.

Health and Safety

To ensure that practice is, in all respects consistent with the requirements of Queensmead Health and Safety at Work policy as well as with any subject specific health and safety guidelines.

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HOW TO APPLY



Applications must be received by **9am** on **Friday 20th March 2018.**

Please email your completed application form and covering letter for the attention of the Head Teacher to: **recruitment@qmschool.org.uk**

If you have any questions, please email recruitment@qmschool.org.uk