



**Head of Computing Science and
Business Studies**
With TLR 1A (£7699)
(Start date September 2019)
Information for Applicants



Weavers Academy

Striving for Success, Focusing on Learning

Dear Colleagues

Thank you for showing an interest in teaching at Weavers Academy.

We aspire to being a school of first choice for our community, a beacon of hope and a provider of not just a 'good' education but a 'world class' one! We want our staff, students, families and governors to judge Weavers Academy to be an outstanding school. In the last few years we have significantly improved outcomes for our students and the school was judged 'good' by Ofsted in May 2017.

We are passionate about the classroom experience. Our teachers put their 'heart and soul' into delivering excellence within their own teaching and assessment practice and this has driven learning, progress and personal development. This approach has been a key contributor to our success so far.

We now seek to appoint a Head of Computing Science and Business Studies to lead and manage the learning area to drive us to the next level. Most important in this should be the way in which you collaborate and lead the team of staff within the curriculum area.

We seek to recruit a colleague who is:

- Creative and full of enthusiasm, able to manifest professional positivity at all times.
- Committed to regular and ongoing CPD.
- Open to coaching and mentoring.
- Constantly striving to improve.

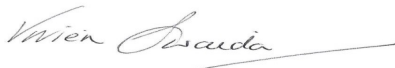
Please submit your application form along with a short supporting statement (no more than 2 sides of A4) demonstrating how you fit the requirements of the person specification which can be found on page 10 of this pack.

The application deadline is **8am 25 March 2019 with interviews dates to be confirmed.**

(Start date: September 2019).

We look forward to hearing from you.

Yours sincerely



Vivien Swaida
Principal



The Creative Education Trust is committed to safeguarding and protecting the welfare of children as its number one priority. This commitment to robust recruitment, selection and Induction procedures extends to organisations and services linked to the academy on its behalf.

CET

Creative Education Trust

The Creative Education Trust is a charity and social enterprise set up in 2011 with support from leaders in the creative industries, innovation- based businesses and education.

Their mission is to improve standards of education and skills for children and young people across the UK, equipping them to be successful adults in the competitive, globalised world of the future. The creative, problem solving, innovation and making skills used in design, engineering, high-tech manufacturing and architecture are at the heart of their approach to learning because these skills are at the heart of the UK economy of the future.

They are delivering their mission through exciting innovations in curriculum, teaching and learning which are driving educational improvement and developing students with modern employable skills in their growing number of primary and secondary academies across England.

Their ambition is to be among the very best providers of publicly-funded education in the country. They are achieving their aims through:

- ☐ Educational rigour
- ☐ Organisational effectiveness
- ☐ Financial efficiency
- ☐ Partnership and respect for local identity
- ☐ Respect for autonomous leadership
- ☐ Quality not quantity
- ☐ Promoting practical creativity



Business Studies and ICT at Weavers Academy

Computer Science and Business Studies Learning Area

Outcomes in 2016 have improved significantly. This success is attributed to the priority that we place on the quality of teaching, marking, feedback and assessment. The continuing professional development and training of staff working at the school has led to a tangible 'buzz' about learning which was noted by HMI recently. Students enjoy learning Business and Computing at Weavers Academy.

AQA Computer Science was introduced for curriculum years 10 and 11 at the start of September 2016. This has meant students have a solid foundation and exciting learning. 2 staff have benefited from being supporting in learning a new curriculum and skills so that Weavers is keeping students at the technological tip of knowledge, skills and understanding as they move to the wider world.

Extensive refurbishment of our ICT facilities this year has resulted in our computer suites being excellently appointed for teaching and learning. State of the art C-Touch interactive screens facilitate teaching whilst the range of software that is available for learners ensures progress is well supported.

Computer Science and Business Studies Curriculum

Computer Science is taught at KS4 and KS5 with an emphasis on Computer Science life skills and computer programming. This move away from 'ICT' and vocational IT qualifications was introduced in 2018 as a response to student demand and interest as well as Computer Science being a better preparation for Apprenticeships in the world of IT and further study in Computing. It also confers a full GCSE and develops the key needed skills of logical thinking, troubleshooting and critical analysis. At KS4 students follow the AQA Computer Science syllabus. Students are examined on the basics of computer systems and must be able to demonstrate skills in programming, understanding logic and they must create interactive products such as games or user products such as password generators.

In Business Studies students explore the concepts of marketing, business management, stock production and HR. Through their coursework, students learn about the recruitment process and how to set up and run their own business venture. At KS4 the OCR National programme is followed and students report the focus on realism of the units and coursework make learning relevant and meaningful.

At KS5 we offer both A-Level Computer Science and Business. Both follow the OCR Cambridge Technical specifications which carry A-Level equivalency and UCAS points. Students respond well to the "pick and mix" nature of the units with both Year Groups following the 2016 Suites.



Job Description

Head of Computing Science and Business Studies

With TLR1A (7,922)

Head of Computing Science and Business Studies

Job Description

Creative Education Trust is committed to safeguarding and promoting the welfare of our children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake relevant safeguarding checks.

JOB TITLE: Head of Computing Science and Business Studies with TLR1A

JOB PURPOSE :

1. To contribute to raising standards of student attainment and to ensure outstanding progress.
2. To monitor and support the overall progress and development of students as a teacher/form tutor.
3. To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
4. To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate.
5. To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.

RESPONSIBLE TO: Assistant Principal

SAFEGUARDING: Every member of staff has a responsibility to be proactive in securing safeguarding for all students in line with School policies and procedures.

SPECIFIC RESPONSIBILITIES:

Strategic Planning:

- To develop appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the Learning Area.
- To lead and manage the Learning Area Raising Achievement Plan and its implementation.
- To contribute to the whole school's Raising Achievement Plan and its implementation.
- To plan and prepare courses and lessons.

Curriculum Provision:

- To ensure that the curriculum area provides a range of teaching which helps deliver school improvement targets including those that relate to outcomes in Computer Science and Business Studies.

Teaching:

- Must be able to teach Business Studies and Computer Science at both KS4 and KS5.
- To teach, students according to their educational needs, including the setting and marking of work.
- To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
- To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
- To ensure that Computer Science, Literacy, Numeracy and school subject specialism(s) are reflected in the teaching/learning experience of students.
- To undertake a designated programme of teaching.
- To ensure a high quality learning experience for students which meets internal and external quality standards.
- To prepare and update subject materials.
- To use a variety of delivery methods which will stimulate learning appropriate to student needs and demands of the syllabus.
- To maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards or work and homework.
- To undertake assessment of students as requested by external examination bodies, departmental and school procedures.
- To mark, grade and give written/verbal and diagnostic feedback as required.

Staffing:

- To take part in the school's staff development programme by participating in arrangements for further training and professional development.
- Staff development – to continue personal development in the relevant areas including subject knowledge and teaching methods.
- To engage actively in the performance management review process.
- To ensure the effective/efficient deployment of classroom support.
- To work as a member of a designated team and to contribute positively to effective working relations within the school.
- To manage and co-ordinate the work of other staff where appropriate.

Quality Assurance:

- To help to implement school quality procedures and to adhere to those.
- To contribute to the process of monitoring and evaluation of the curriculum area in line with agreed school procedures, including evaluation against quality standards and performance criteria. To seek/implement modification and improvement where required.
- To review from time to time methods of teaching and programmes of work.
- To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.

Raising Standards: care, guidance and support for learning

- To be a form tutor to an assigned group of students.
- To promote the general progress and well-being of individual students and of the form tutor group as a whole.
- To liaise with Pastoral Leader to ensure the implementation of the school's Pastoral system.
- To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life.
- To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life.
- To evaluate and monitor the progress of students and keep up-to-date student records as may be required.
- To contribute to the preparation of progress files and other reports.
- To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.
- To communicate as appropriate, with the parents of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff.
- To contribute to PSHE and citizenship and enterprise according to school policy.
- To apply the Behaviour management systems so that effective learning can take place.

Monitoring, evaluation and review

- Undertake regular, systematic monitoring of the quality of teaching, marking and assessment together with attitudes and behaviour to learning and present clear summary findings to a range of staff.
- Utilise findings from monitoring activities to produce clear evaluative reports to a range of staff, utilising recommendations to agree, plan and implement strategic and action plans to drive learning and progress.
- Engage with staff in the English learning area to involve them in all aspects of self-evaluation, involving them in decision making and future planning.
- Support whole school ARR under the direction of the Assistant Principal.
- Demonstrating optimistic personal behaviour, positive relationships and attitudes towards all stakeholders with the ability to be constructive under pressure.
- Sustaining wide, current knowledge and understanding of education locally and nationally and pursuing continuous professional development.
- Communicating the academy's vision and empowering all students and staff to excel.

Management Information

- Ensure that the academy's systems and processes are adhered to by all staff in English.
- Actively support the governing body to deliver its functions effectively.
- Implement good organisations and record keeping across the area.
- To communicate regularly and effectively with a range of staff.

Communications

- To communicate regularly and effectively with a range of staff.
- Communicate effectively with the parents of students as appropriate.
- To follow agreed policies for communications in the school.

Other Specific Duties:

- To play a full part in the life of the school community, to support its distinctive aims and ethos and to encourage staff and students to follow this example.
- To promote actively the school's corporate policies.
- To continue personal development as agreed.
- To comply with the school's Health and Safety policy and undertake risk assessments as appropriate.
- To take an equitable part in the cover system of the school according to policy and regulations.
- To undertake any other duty as specified by STPCB not mentioned in the above.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

This job description is current at the date shown, but following consultation with you, may be changed by Management to reflect or anticipate changes in the job which are commensurate with the salary and job title.



SELECTION CRITERIA (no priority order)			
Qualifications	Essential	Desirable	Assessed by
Qualified Teacher Status/ Degree relevant to Computer Science.	X		A, R
Must be able to teach Computer Science at KS4 and KS5.	X		IT, I, A
Must have some experience of teaching Business Studies and also be willing to teach this at KS4 and KS5.		X	
Commitment to Safeguarding	Essential	Desirable	
Commitment to, and belief in, the equal value of all students	X		I R
Ability to form and maintain appropriate relationships and personal boundaries with children and young people	X		A, R, I, LO
Ability to raise the self-esteem and expectations of children and young people	X		A, I, LO
Emotional resilience in working with challenging behaviours and attitudes to the use of authority and maintaining discipline	X		A, R, LO
Teaching and Learning	Essential	Desirable	
Expertise in planning the progression of subject skills within individual and across sequences of lessons	X		IT, LO, I, R
Proven track record of outstanding teaching including marking and assessment.	X		A, R, I
Knowledge and understanding of the National Curriculum requirements in Computing.	X		A, R, I, IT
Successful experience of teaching Computing at Key Stage 4 and KS5.	X		A, R, I
Proven track record of outstanding outcomes	X		A, R, I
Proven track record of strong effective behaviour management strategies	X		A, R, LO
Interpersonal Skills	Essential	Desirable	
Ability to communicate effectively and relate well to all stakeholders	X		A, R, I, LO
Willingness to contribute to extra-curricular activities	X		I, A, R
Ability to work as part of a team	X		A, R, I
Personal Qualities / Skills	Essential	Desirable	
Creativity, energy and enthusiasm with a 'can do' and 'will do' attitude	X		A, R, I, LO
Evidence of working effectively under pressure	X		A, R, LO
Leadership and Management	X		A, R, I
Relevant experience in managing others	X		A, R, I
Possess a "can do", "will do" work ethic.	X		A, R, I

Key:

A = Application

LO = Lesson observation

R = Reference

IT = In tray

I = Interview

How to Apply

To apply for this position please complete a teaching staff application form, and a letter of application of no more than 2 sides of A4.

Please return them by email to HRManager@weaversacademy.org.uk or by post to the HR Manager at Weavers Academy, Brickhill Road, Wellingborough, NN8 3JH. CVs are not accepted.

Closing date: 8am on 25 March 2019 with interviews dates to be confirmed.

(Start date: ASAP).

The successful candidate will be subject to an enhanced DBS check. 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.



**WEAVERS
ACADEMY**

*Creative
Education
Trust*