



SAFFRON WALDEN
COUNTY HIGH SCHOOL

Head of Computing Recruitment Pack



Saffron Walden County High School

Audley End Road

Saffron Walden

Essex

CB11 4UH

Tel 01799 513030

www.swchs.net

applications@swchs.net



Content

<u>Welcome from our Headteacher</u>	3
<u>A brief history of our Trust</u>	4
<u>Our Aims</u>	5
<u>Why work for us</u>	5
<u>How to apply</u>	5
<u>Area details</u>	6
<u>Job description and Person Specification</u>	7-12





Welcome from our Headteacher, Polly Lankester



them to be caring, capable and well-informed adults. Not only do our students work hard in their classrooms, in addition we have an exceptional extra-curricular programme that inspires our students and makes school life well-rounded and culturally rich.

The team here works hard to provide both great teaching and great pastoral support. We invest in our staff team to ensure that we can all deliver for students and enjoy working in this school. We trust our department teams, which are truly collaborative, and value our staff, prioritising development and wellbeing.

I hope this gives you a flavour of life at this school and I would urge you to also have a look at our website.

Best wishes,

Thank you for your interest in joining Saffron Walden County High School. This is a wonderful school to work in and I would encourage you to take the next step and complete the application form.

What makes this school such a great place for the next step in your career? I think it is a truly special place to work as we are one of the largest schools in the country, but also the only secondary school in Saffron Walden, and so we are a truly comprehensive school.

We believe in the transformative power of education. We are committed to providing an exceptional and exciting education for all young people in our community, preparing



A Brief History of Saffron Academy Trust (SAT)



Caroline Derbyshire, CEO

ABOUT US

Saffron Academy Trust (SAT) was formed in 2011 when its founder school, Saffron Walden County High School, converted to academy status.

Since then SAT has grown and, in order of joining, comprises

- Saffron Walden County High School
- Alec Hunter Academy
- Katherine Semar Infant and Junior Schools
- R A Butler Infant and Junior Schools
- Honywood School
- Beckers Green Primary School
- Helena Romanes School and Sixth Form Centre

In addition, through an extensive range of collaborative partnerships, the Trust provides support to a number of other primary and secondary schools. One key aspect of the support we provide is to deliver high quality CPD focused both on classroom practice and leadership development.

AIMS OF THE TRUST

The educational aims of SAT are to support and promote

- Educational provision which enables pupils and young people, aged 3-19, of all abilities to fulfil their academic potential and achieve their personal best.
- A curriculum across all key stages which promotes excellence in the arts and sciences.
- Teaching and learning which is highly engaging and geared to students making excellent progress through the key stages.
- Transition between key stages (especially key stage 2 to key stage 3) which delivers outstanding continuity of learning.
- A focus on developing all professionals to deliver the highest quality of teaching to all our learners.
- Schooling which is outward looking and allows students to interact with ideas and people from around the world.
- Educational research into factors underpinning successful schools and highly effective learning.
- Involvement with the local area in a way which promotes community cohesion and cultural excellence, especially with regard to music and the arts.

SAT BELIEVES:

1. That every child deserves to go to a great school
2. That we are preparing young people for life in a 21st Century world
3. That learning in our schools must inspire and lead to achievement and progress for every child
4. That learning opportunities must be broad and of the highest quality
5. That we should respect the unique character and context of the schools in our partnership, while maintaining high expectations of performance
6. That we are all learners and that we embrace evidence-based research and value teamwork





Our aims as a school:

- Ensure all students make excellent progress and attain their full academic potential.
- Deliver excellent teaching of subject knowledge and develop the learning skills, habits and attitudes necessary to enable students to value, enjoy and further their learning.
- Promote the outstanding personal and cultural development of all students through a rich and varied programme including trips, extra-curricular activities and community engagement.
- Maintain a secure and caring community which encourages academic ambition alongside respect and responsibility for all.
- Provide students with facilities that encourage great learning, whilst being aware of the school community's responsibility for its impact on the wider environment.
- Be motivational leaders of education at a school, regional and national level, inspiring all to achieve high standards, to be personally ambitious and mindful of well-being.

Why work for us

The mission of Saffron Walden County High School is to be 'a local school of exceptional quality'. What this means in practice is that we constantly strive to provide the highest quality education to young people in the Saffron Walden area. It is the kind of quality that is demonstrated by outstanding achievement at all levels, high expectations of behaviour, excellent teaching and learning and a broad and rich curriculum.

Benefits:

Working with us brings with it a range of attractive benefits, including

- A Trust which puts staff well-being at the heart of everything it does
- Bespoke CPD programmes as well as access to national programmes



- Support for Early Career Teachers as an accredited Appropriate Body for ECT's
- Occupational Health & counselling support
- Free on-site parking/4 EV charging points
- Onsite early years Nursery
- Free access to onsite Fitness Suite
- Onsite dog day care available
- Cycle to work scheme
- Generous employer contributions to Local Government or Teacher Pension Schem

How to apply

To apply, please complete the online form found on our website www.swchs.net Your supporting statement should address and evidence the selection criteria detailed in the Person Specification.

We are committed to ensuring that recruitment and selection is conducted in a manner that is systematic, efficient, and effective and which promotes equality of opportunity. Selection will be on the basis of merit and ability, assessed against the qualifications, skills and competencies required to do the job. We will uphold obligations under law and national collective agreements to not discriminate against applicants for employment on the grounds of age, sex, sexual orientation, marital status, disability, race, colour, nationality, ethnic origin, religion or belief. We seek to be a diverse workforce and welcome applications from all.

Closing Date:

23rd April 2024, 9 a.m.

Interviews:

Week commencing 29th April 2024

Applying:

For any questions about the application process please contact our HR Manager, Mrs Jackie King: applications@swchs.net





Area details

Saffron Walden County High School was proud to be awarded NCCE Hub status in June 2019. As a hub, we can offer many varied and interesting opportunities for progression, CPD and wider work in the Computer Science community.

We were awarded the NCCE Computing Quality Mark from the BCS in January 2022. We have also been given funding to lead the Computing Cluster network for Saffron Academy Trust in December 2023.

We would like to invite you to visit our school, to see the world class facilities for teaching and meet our warm and friendly team of specialised teachers.

Overview:

The Computing Area consists of the following subject areas:

- Computer Science and IT – Line managed by the Head of Computing

Computing offers students a varied range of courses from KS3 through to KS5 with a range of assessment options.

- KS3 – Computing
- KS4 – BTEC Tech Award in DIT, Computer Science GCSE
- KS5 – Computer Science A level and IT Level 3 BTEC.

The Area enjoys a high level of success at all levels of assessment, our GCSE performance is very strong and our ALPS performance in the top quartile.

Accommodation:

Computing has a large modern office along with three, air-conditioned computer suites, boasting the latest in touchscreen technology for the front of class display. Each classroom is large enough to teach 30 students at tables as well as computers.

In the Sixth Form block there is a smaller sixth form classroom containing middle table space for teaching, as well as a set of computers for student use.

Staffing:

There are currently 5 teachers and a specialist Learning Support Assistant to provide support for students with SEND.

The Computing team is a warm and sharing community of dedicated professionals. Time is given for departmental CPD as well as subject specific development time.

For further details of course please see the curriculum section of www.swchs.net





Job Description and Person Specification

Job Title:	Head of Computing	
School/Academy:	Saffron Walden County High School	
Salary:	MPS/UPS + TLR	
Responsible to:	Headteacher via SLT Link	
Role:	Computing Lead & Class teacher with expert subject knowledge.	
Purpose of job:	To secure excellent progress for all students through high quality teaching, learning and assessment in an atmosphere in which students feel challenged, valued and secure. Provide professional leadership to the area.	
Purpose:	a)	To be accountable for promoting the highest standards of pupil achievement in Computing, monitoring and evaluating pupil achievement and setting targets for improvement.
	b)	To lead, develop and enhance the teaching practice of all teachers within the Computing department, evaluating the quality of teaching of Computing and securing and sustaining effective teaching of the subject.
	c)	To be accountable for the development and implementation of Computing curriculum, policies, plans, targets and practices within the context of the school's aims and policies.
	d)	To effectively line manage teaching staff and deploy teaching and support staff in Computing.
Main Duties:	a)	Promote and develop excellence in teaching and learning; monitor quality of teaching, learning and assessment; co-ordinate schemes of work, assessment materials, examination entries and enrichment activities; induct new staff in the department.
	b)	Monitor pupil progress and coordinate appropriate intervention.
	c)	Ensure the efficient delivery of an appropriate Computing Curriculum.
	d)	Provide overall leadership and direction of subjects, including policy planning, implementation and monitoring
	e)	Undertake a lunchtime duty



Teaching	<p>Promote excellence in learning, teaching and assessment. Plan and Prepare lessons in accordance with Area policy. Teach timetabled lessons Set and mark homework in accordance with school and Area policies. Assess pupils’ work in line with school/Area policies. Report to parents in reports, at Parents’ Evenings and on request. Cover classes for absent colleagues as required. Lead curriculum meetings as required. Ensure high standards of pupils’ classroom behaviour. Be committed to professional development and the importance of teachers being reflective practitioners.</p>
Pastoral	<p>Registration. Tutorial support and oversight of pupil progress. Delivery of relevant aspects of the PSHE programme. Liaison with parents in conjunction with Year Achievement Co-ordinator as appropriate. Take part in pastoral meetings as required.</p>
Ethos	<p>Assist in ensuring good behaviour and an excellent ethos out of class. Assist in activities designed to promote the school and its reputation. Undertake statutory duties as periodically announced.</p>
School Development	<p>Assist in planning developments at school, curriculum team and pastoral team level, which will include attendance at AC meetings and data analysis. Take part in training programmes designed to address individual, team or school development needs Line-management of teachers within subject area</p>

The post holder will undertake any other duties commensurate with the grade of the post, in consultation with line manager.

This job description is subject to review and may be changed following consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the Trust in relation to the post holder’s professional responsibilities and duties.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.

All staff will be subject to an enhanced check with the Disclosure & Barring Service.





Person Specification – Head of Computing	<p>Assessment Key: A = Application Form I = Interview RE = Reference AS = Assessment(observation)</p>
---	---

Education and Qualification		Essential	Desirable	Assessment
1	Qualified Teacher Status.	✓		A
2	Good educational background including a good relevant Honours Degree or equivalent.	✓		A
3	Evidence of continuing professional development.		✓	A/I
Experience		Essential	Desirable	Assessment
4	An excellent classroom practitioner with a proven track record of guiding students to high levels of achievement	✓		A/I/RE/AS
5	Evidence of having raised standards and innovated successfully.	✓		A/I/RE
6	Evidence of commitment to personal professional development.	✓		A/I
7	Experience of monitoring and evaluating.	✓		A/I/RE
8	Experience of strategies for the effective management of students and their learning.		✓	A/RE
Knowledge and Skills		Essential	Desirable	Assessment
9	Very good knowledge of current educational and curriculum issues as they relate to Drama.	✓		A/I/RE/AS
10	Excellent awareness of best practice in teaching and learning, and the ability to discern what will be most effective in raising standards.	✓		A/I/RE
11	High level ICT skills.	✓		A/I/RE
12	Strong organisational, administrative and time management skills.	✓		A/I/RE
13	Very good communication skills (oral and written).	✓		A/I/AS
Personal Qualities		Essential	Desirable	Assessment
14	Intellectual capacity and mental resilience to cope with the complex issues and management pressures of a dynamic and innovative school.	✓		I/RE/AS



15	An enthusiasm for the job and an ability to motivate students and staff.	✓		I/AS
16	An ability to help create a successful team.	✓		I/RE/AS
17	Commitment, energy, creativity and imagination. A capacity for hard work.	✓		I/RE/AS
18	A positive approach and attitude to change.	✓		RE/I/AS
19	An ability to listen to the ideas of others and respond positively to feedback.	✓		I/AS
20	An ability to work effectively as part of a team, maintaining positive professional relationships with colleagues.	✓		A/I/RE
21	A leader in maintaining an excellent learning environment and high standards of student discipline.	✓		A/I/RE
Child Protection		Essential	Desirable	Assessment
22	Support the Academy policies on safeguarding and child protection.	✓		A/I
Other		Essential	Desirable	Assessment
23	Willingness to make a positive contribution to the wider life and ethos of the school		✓	A/I