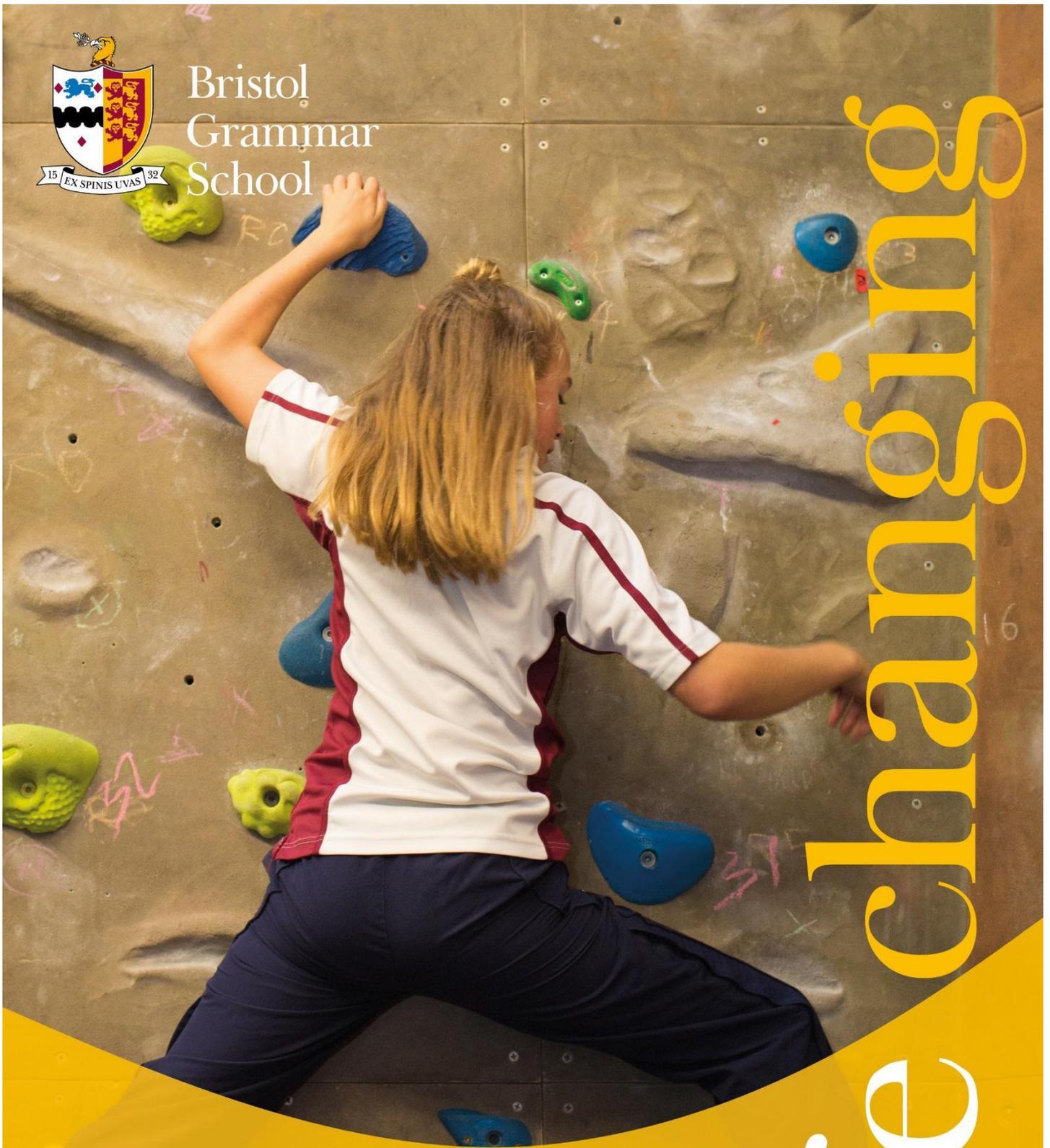




Bristol
Grammar
School



Life
changing

Job Description

Teacher of Computer
Science

Bristol Grammar School: a company limited by guarantee, company number: 5142007
Registered Office: University Road, Bristol, BS8 1SR. Registered Charity Number: 1104425

Job Role Specification

Post: Part-time Teacher of Computer Science (0.75)

Line Manager: Head of Computer Science

Anticipated start date: 01 September 2018 to 31 December 2018 (Autumn term only)

Outline of Department

The person appointed to this Computer Science post will be a well-qualified, enthusiastic and innovative Computer Science teacher who will be expected to be able to teach from Year 7 through to A Level.

The KS3 curriculum has undergone changes over the last few years and is very much focused on the computing curriculum. We have embedded a number of programming languages and activities into our scheme of work. Computer Science is a rapidly growing subject within the school and so experience teaching the GCSE specification would be advantageous. At GCSE we now follow the Cambridge iGCSE specification. In the Sixth Form, students follow the OCR linear specification. Usually about 90% of all A Level results in the Sixth Form are grades A or B. The department is looking to expand the Computer Science curriculum from Year 7-11 offering a wide variety of applications to each year group. The department has successfully built up a number of programming based clubs and are always looking at expanding the extra-curricular opportunities offered to students. The person appointed will be passionate in assisting and possibly leading activities as the opportunities arise.

All teaching rooms are fitted with 65" interactive touch screen TVs and up to date computer machines. Students get one 60-minute lesson of Computing each week in years 7 and 8. These lessons are taught in mixed ability groups.

From time to time students take part in a variety of Computer Science related competitions both locally and nationally.

In addition, ICT is used extensively across the whole curriculum at Bristol Grammar School to aid learning and teaching. The School has 7 dedicated computer suites and has many banks of laptops to supplement departmental access. The School has a total of almost 500 computers for students' use.

At the heart of our school computer network we have a VMWare virtual server environment with storage area network hosting a series of Windows servers.

There is network coverage of the whole school, with fibre connection to each building on our extensive site, and wireless coverage is provided across the whole school. The school has a reliable high speed internet connection allowing its regular use across the curriculum and increasing amounts of remote access for staff and students.

SharePoint has been installed to provide the school's intranet and VLE. Staff and students have access to this and their e-mails from home. The school is also integrating the Sims Learning Gateway into SharePoint where parents will be able to view information held on the school's MIS. SharePoint is continually under development but already includes centralised resources to support learning and teaching and will soon be used to improve communication with parents.

All Upper School teaching staff have been issued with an iPad and a laptop. Every pupil in the school has been issued an iPad to enhance their learning experience.

Professional development is considered very important and all members of staff have the opportunity of attending external courses to enhance their development and to then share expertise from the courses with the rest of their Department. Departmental meetings take place most weeks.

In addition to being an energetic and enthusiastic Computer Science teacher, the person appointed will also be expected to make a contribution to school games and/or activities which can include almost anything of interest to both staff and students. Applicants should indicate their areas of interest and expertise.

Duties and Responsibilities

Particular duties of all teachers at BGS include:

- Keeping up-to-date with developments of their subject particularly having regard to matters relevant to the secondary school curriculum
- Planning lessons carefully and ensuring that appropriate resources are available
- Maintaining good classroom discipline having regard to the behaviour policy of the School
- Regularly marking work in accordance with the marking policy of the department
- Providing assessment information, report grades and feedback for learning as required by the assessment and reporting schedule
- Observing School policy on health and safety requirements and being aware of any subject specific health and safety requirement and ensuring that they are implemented appropriately at all times
- In the first year at BGS, attending the induction programme meetings
- Taking part in the appraisal procedures
- Acting as a Form Tutor unless other duties preclude this
- Acting as a House Tutor and supporting the Head of House in as wide a variety of House activities as possible
- Taking note of the special educational and health needs of individual students, following advice from the Director of Studies for Students' Learning Needs or Head of House or Director of Studies or School Nurse
- Referring concerns about the performance of students to the Head of Department
- Contributing to discussions of individual students or giving written advice on request from Form Tutors, Heads of Department, Director of Studies or Heads of House
- Attending Charter Day Service, Open Day, Entrance Exams, Prize Giving and other major School events
- Developing and maintaining good relationships with parents and the local community
- Contributing fully to the life of the School and to the co-curricular programme of the School
- Conforming to the School's Code of Conduct.
- Adherence to the School's safeguarding procedures

All teachers at BGS commit themselves to contribute fully to the life of the School in and outside the classroom. In addition to being an energetic and enthusiastic teacher, the person appointed will also be expected to make a contribution to school games and/or activities which can include almost anything of interest to both staff and students. Applicants should indicate their areas of interest and expertise.

This job description is not necessarily a comprehensive definition of the post. It may be subject to modification or amendment at any time after consultation with the holder of the post.

Candidate Specification

It is expected that the Teacher of Computer Science will possess the following attributes:

L = assessed through evidence from application form, references and letter of application	I = assessed at interview	E / D = Essential / Desirable	
A highly skilled and competent teacher who is energetic and totally committed to the ethos of the School and department	L	I	E
Have experience of teaching KS3, KS4, KS5 and of preparing students for Oxbridge entrance	L		D
Be a graduate in Computer Science or a closely related discipline	L		E
An enthusiastic and approachable nature		I	E
A sense of humour and an optimistic, resilient style when faced with pressure		I	E
The ability to develop good working relationships with all members of the School community	L		E
A well organised and resourceful approach to their work and have the ability to meet deadlines	L	I	E
Be able to create a challenging and effective learning environment for all students	L	I	E
Plan a sequence of engaging lessons that builds on previous learning, with clear objectives and that encourages student progress and a sense of adventure		I	E
Commitment to the ethos and holistic education provided by BGS and to the maintenance of BGS as a leading independent school	L		E
Ensure that a range of teaching strategies are used that enables all learners to be highly motivated, enthusiastic and respond positively to challenge and high expectations	L	I	E
Use assessment data to challenge and motivate students of all abilities and inform future planning and targets	L	I	E
An up-to-date knowledge of teaching and training initiatives that can be used to enhance learning. (ICT literacy: iPads, software for recording and analysing students' performance)	L		D
Be able to communicate well with children and young people and in particular be prepared to demonstrate: <ul style="list-style-type: none"> ● Motivation to work with children and young people ● Ability to form and maintain appropriate relationships and personal boundaries with children and young people ● Emotional resilience in working with any challenging behaviour ● Professional attitudes to use of authority and maintaining discipline ● Understanding of safeguarding and promoting the welfare of young people 	L	I	E

Working hours and conditions

Working Hours	Normal working hours will be those necessary to carry out the duties of the post as Teacher of Computer Science (0.75) from 01 September 2018 to 31 December 2018.
Salary	The salary will be determined by the BGS Teachers' Scale.
Pension	The School is part of the Teachers Superannuation Scheme and all teachers are automatically included in the Scheme.
Lunch	School lunch is provided during term time.
Education	At present the School's policy is to allow all eligible members of staff to educate their children at the school at concessionary rates, subjects to their children meeting the academic entry requirements and subject to a place being available.
Sports Facilities	Free use of school sports facilities.
Library	Free use of the school Library.
Car Parking	No car parking is provided during term time.

Equal Opportunities

The School is an equal opportunities employer and is committed to equality of opportunity for all staff. Applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.

How to apply

Application forms should be accompanied by a *brief* covering letter addressed to the Headmaster, Mr R I MacKinnon, and should be sent to Miss Rose Moscrop, HR Administrator, Bristol Grammar School, University Road, Bristol, BS8 1SR, bgshr@bgs.bristol.sch.uk

The closing date for applications is Monday, 12 February 2018

Interviews will follow shortly after.

Bristol Grammar School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. In accordance with our Child Protection Policy we are unable to process applications without a fully completed application form. The post is exempt from the Rehabilitation of Offenders Act 1974. All convictions, cautions and bind-overs, including those regarded as 'spent' must be declared when applying. The applicant may post such a declaration in an envelope marked 'Private & confidential for the Headmaster' which will only be opened should the candidate be shortlisted. The successful applicant must obtain List 99 clearance and DBS (Disclosure and Barring Service) clearance at enhanced level.