



Stanborough School



CURRICULUM LEADER: IT & COMPUTING

Information Pack for Candidates

March 2019

Welcome

Dear Candidate,

11th March 2019

Thank you for your interest in the role of Curriculum Leader: IT & Computing. We are delighted that you see Stanborough as a school where you can make an impact. We know that Stanborough will provide an outstanding opportunity as you seek to make the next step in your career.

Stanborough is an oversubscribed, co-educational specialist Mathematics and Computing 11 -18 Academy which has been asked to expand due to local demand for places.

It has been a privilege to lead Stanborough School from September 2018. My team share an educational philosophy which promotes the highest expectations and consistent pastoral care. Our core aim is to nurture enquiring minds and to inspire our youngsters to pursue their dreams, leaving our school ready to excel in a future which has limitless possibilities.

Our aim is simple, we want to be a truly outstanding school in every sense of the word and we want to be confident that our students get the best possible education that is ambitious, varied and stimulating. At the heart of everything we do is a desire to ensure that our students receive the highest standards of teaching and learning.

The successful candidate will be a committed educator with student-centred values, drive, ambition and a genuine love of learning. I would encourage you to visit the school and to meet with me for an informal discussion about this position. This can be arranged by emailing Sheila Delaney, Headteacher's PA on sdelaney@stanborough.herts.sch.uk

Thank you for your interest in Stanborough. If you are passionate about education and really feel you can make a positive difference to students' lives then we look forward to receiving your application to join us at Stanborough.



Mrs M John
Headteacher



Stanborough School

Stanborough School is an 11-18 co-educational Academy that sits on the southern fringe of Welwyn Garden City. The school currently has 1096 Students. Due to parental demand for places at the school, from September 2019 we will be expanding to 8 form entry. This will require a substantial amount of new premises work to be completed.

In December 2014, the school was judged by Ofsted to be 'Good'. We pride ourselves in being a fully inclusive school that serves our local community and on being a school that does its best for each individual student so they can achieve their potential during their time at Stanborough.

Stanborough is proud of its community involvement. We work closely with the four other local Secondary Schools as part of the Welwyn-Hatfield 16-19 Consortium. We also take a leading role in hosting and developing a number of other key community developments such as the Handside Schools Partnership with a local special school and primary school.

The school boasts excellent facilities including our first-rate IT resources, a legacy of our Specialist Computing Status. With a dedicated Technology block, Sports Hall, Sixth Form Centre and recently refurbished outdoor sports pitches, the students enjoy some outstanding facilities. Our excellent resources in all curriculum areas also show our commitment to giving students a wide variety of curricular opportunities including technology, the performing arts and computing.

Our greatest asset at the school is our staff. We want the best educators for our students and through exceptional retention we have a stable staff with very low turn-over. A number of staff who started at the school as NQTs now find themselves in senior positions at the school.

With the appointment of a new Headteacher from September 2018, this is an exciting time to join the school and become part of an ambitious and hard-working team dedicated to moving the school forward. We are looking for teachers who will embody our four principles of High Expectations; Mutual Respect; Quality Learning and Success for All.



Welwyn Garden City

Welwyn Garden City is a town in Hertfordshire with a population of just under 50,000 people. Welwyn Garden City was the second Garden City to be built, founded in 1920 and it exemplifies the physical, cultural, social and planning ideals of the time it was built.

Location and Transport Links

Welwyn Garden City enjoys superb communication links. Stanborough School sits five minutes from the A1(M) and approximately 10 minutes from the M25. The M1 is only a 30 minute drive away. The train station in Welwyn Garden City is on the main East Coast Line linking Scotland to London and Kings Cross station is a 30 minutes train journey.

Luton Airport is less than 30 minutes away and both Heathrow and Stansted Airports are less than an hour's drive away. The town is also a central hub for local bus services which link it to the rest of Hertfordshire.

Facilities and Amenities

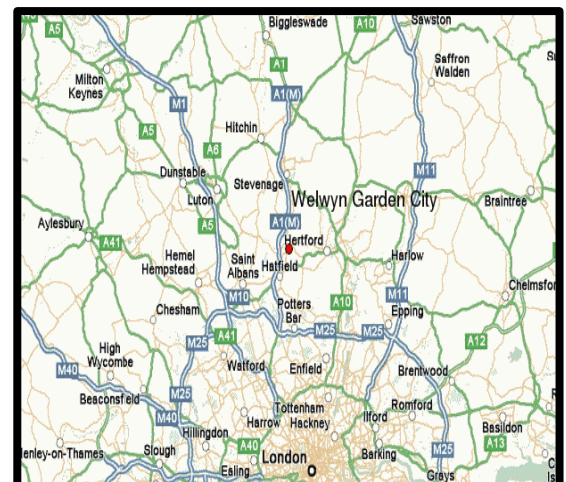
Stanborough School is a two minute walk from the Gosling Sports Park and is only a short car/bus journey to the University of Hertfordshire Sports Village in Hatfield. A range of shops, bars, restaurants and cafes can be found in the Town Centre as well as in the local Galleria shopping centre. St Albans, Hitchin and Hertford are all around 30 minutes away and all offer a range of retail and leisure experiences.

The town also has the QEII Hospital, a theatre, cinema and numerous other cultural and leisure facilities. Stanborough School lies at the southern edge of the town and the school grounds back onto the Stanborough Lakes Country Park.

Housing and Accommodation

A range of accommodation options are available in the local area and there is a thriving rental market. The excellent transport links allow many staff at the school to live in other parts of Hertfordshire as well as North London.

Help and advice can be given by the school if accommodation is required.



Stanborough School

IT & Computing Faculty Description



IT & Computing at Stanborough offers students a dynamic insight into the world of IT and Computer Science. We offer our students a range of activities on a number of platforms, use a range of websites and online interactive activities.

The aim of the IT and Computing faculty is to ensure students and staff at Stanborough School are autonomous users of IT and that students develop into creators of IT through computing, preparing them for life in an ever changing world.

Key Stage 3

Over the course of Key Stage 3, our students will develop the skills required to use technology effectively in their lives – whether it is for personal, educational, community, social or business purposes. Our students will also learn about the Computer Science behind technology.

During their lessons, students explore a variety of issues from how we use technology to using web tools effectively within an online business. Students will also explore the digital divide, become digital designers, discover how computers really work and learn how to write code. Throughout these units of work our students will develop their digital literacy skills needed for the 21st century workplace. This is achieved using Microsoft Office and Serif Creative Suite, alongside other software packages.

Key Stage 4



Our students are offered two routes in IT & Computing: either OCR Computer Science or Edexcel Creative iMedia. Both courses are three years in length and are Level 2 qualifications.

Key Stage 5

Students can choose to continue their learning in either of the two routes, Computer Science or Information Technology.

BTEC Level 3 National Extended Certificate in Information Technology: this Edexcel course is intended as an Applied General Qualification equivalent in size to one A Level. OCR A Level Computer Science: this qualification encourages students to develop an understanding of, and ability to apply, the fundamental principles and concepts of computer science.

Celebrating successes, Extra-Curricular Activities and Visits

The IT & Computing faculty continues to be a hub for computing in the local area. Our Lead School status and being part of the Computing at School Network of Excellence was renewed after our last academic year's achievements. We have developed a Computing Support Network for local primary schools, where we provide CPD and Computer Science and Robotics Masterclasses. Our students across different year groups support in the success of these events.

The Stanborough Robotics Club has continued its success nationally and internationally.

We took part in a Robotics Competitions in the USA for the 5th year running. One of the teams impressed the judges and won the well-respected Judges' Award. On the national front, we hosted two very successful Robotics Competitions, Lego Robotics and VEX Robotics. One of our VEX teams last year qualified for the National Robotics Finals in March, hosted in the NEC Birmingham which they went on to win, officially becoming UK National Champions. These achievements have really consolidated our status as a leading UK school for Robotics boasting a trophy cabinet and a budget made up of donations and sponsorships.



We promote online safety in the school via two big events: Anti-Bullying Week and Safer Internet Day. We want to ensure our students understand the importance of staying safe online and also how to ensure they conduct themselves appropriately online.

Extra-curricular Activities and Visits

IT & Computing is a subject that prides itself in offering our students a wide range of out of class opportunities.



These include clubs, leadership responsibilities and educational visits, examples include:

Digital Leaders

- Robotics Club (FLL Lego Robotics and VEX Robotics)
- International Robotics Visits
- Programming Club
- Raspberry-Pi Master classes
- After school and lunchtime catch-up sessions for our students in all year groups

The faculty is committed to supporting and extending students of all ability levels. We have incorporated a range of strategies for supporting our lower ability students and every opportunity is taken to extend the most able.

JOB DESCRIPTION

Grade: Main pay spine in accordance with qualifications and experience

Responsible to: Head teacher

Responsible for: Faculty of IT & Computing

Main responsibilities:

- To ensure that the team of staff in the faculty enables students to achieve at the highest possible level.
- To proactively plan, support and intervene to ensure the highest standards of teaching and learning and the wellbeing of staff and students.
- To be responsible for the leadership, management, performance and development of the faculty.
- To be accountable for the performance of the faculty to the Headteacher and the Governing Body of the school.

Job Context:

You will act as a senior Middle Leader in the school, based in a faculty area which should be the focal point for your team. By leading your team effectively you will engender a positive team spirit and sense of collective responsibility for the students that you teach. You will be expected to contribute to the effective operation of the school as a whole, leading by example and supporting the school ethos. As a member of the Senior Leadership Group you will be able to contribute to the development of school policy, practice and systems; sharing good practice and promoting new ways of working. Your work will be supported by other non-teaching staff within the school by arrangement.

How you do the job:

- To oversee the curriculum in terms of data tracking and relevant interventions and supporting staff to develop the curriculum.
- Lead and promote high expectations in student achievement, ensuring that effective strategies are in place for each student to achieve their best
- Monitor standards in teaching, learning and assessment across the faculty through simple, shared systems. Ensure the effective and innovative delivery of the National Curriculum in your faculty, promoting high levels of student motivation and participation in lessons.
- Ensure that policies are consistently in place in every classroom to promote the tracking of student progress, and proactive intervention to maximise success for all.
- Evaluate the work and effectiveness of your team in raising student achievement through regular monitoring, frequent feedback and open channels of communication to ensure a tangible impact on teaching and learning.
- Lead faculty colleagues, through consultation, in the writing of a Middle Leader's Report, which is referred to, reviewed and developed as the year progresses. Contribute, through the work of your faculty, to the whole school SEIP.
- Ensure that the staff in your team are aware of whole school and faculty aims, principles, targets and inclusion strategies, and that they are developed in each classroom with the students.
- Lead, encourage and support the innovation of teaching and learning methods that promote the academic and social development of students.
- Review and report annually on the standards of attainment, leadership, teaching and learning in your faculty area with the Headteacher and your 'leadership support' link from SLT.
- Support your team of staff, inducting new staff as necessary; inspiring and motivating them to achieve their best on behalf of the students.

- Oversee the faculty area ensuring that the environment promotes effective learning for all and is a stimulating place to work. Inform the School Manager of any repairs or improvements necessary.
- Support, represent and communicate the views of your team in a whole school context.
- Conduct performance appraisal meetings and reviews with your team as arranged within the school 'web' structure, supporting their personal and professional development.
- Lead the work of subjects in your faculty in the context of the Welwyn and Hatfield 14 – 19 Consortium.
- Develop and promote links in the community, with other local schools and with outside agencies and local community groups and businesses as a way of developing learning for students in a broad and exciting context.
- Manage the faculty resources and budget in accordance with school policy and in consultation with your team.
- Ensure the smooth running of the faculty on a day to day basis, including the effective deployment of staff and resources and the operation of school policies and appropriate health and safety requirements and practices.
- Proactively support and enhance all strategies to positively promote the school; through liaison with parents, outside agencies and the community; and through school events, Open Evenings and Parent Teacher Surgeries.

Knowledge, experience and training.

Curriculum Leaders should have the necessary experience and capabilities to be 'lead practitioners' within the school.

Your professional development and training will be met within the context of your needs and those of the school, and supported by your 'leadership support' partner from the SLT.

As a successful Curriculum Leader you will require excellent interpersonal skills and the ability to lead and manage through clear structures, effective two-way communication and the ability to inspire and motivate them to work as a team for the benefit of the students. You will be able to discuss, analyse, debate and formulate policy with other Middle leaders and with SLT. Your 'passion for learning' and team-working skills are central to the success of the role as are your understanding of students needs and of pedagogical issues. Above all your ability to work in an 'emotionally intelligent' way with staff and students, and to model the four principles of the school, will contribute to the wider success of the school as well as your team.

Additional information.

All staff at Stanborough have a comprehensive package of support, training and performance management, giving scope for personal and professional development.

It is a requirement of all staff that they sign the ICT Acceptable User Policy and all staff will be expected to attend Safeguarding and Prevent training.

Whilst every effort has been made to explain the main responsibilities and duties of the post, each individual task to be undertaken will 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. The job description is current to the date shown but, in consultation with you, it may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.

March 2019

Curriculum Leader: IT & Computing Person Specification

Qualifications

Essential	Desirable
<ul style="list-style-type: none"> • Qualified teacher status • First degree • Understanding of child safeguarding issues and successful measures that promote and ensure the safeguarding of children • Knowledge of current legislation, guidance and developments relating to the subject area 	<ul style="list-style-type: none"> • Continuous on-going Continuous Professional Development • Willingness and desire to undertake further professional development and training • Involvement in and organisation of wider school activities, including extra-curricular activities

Knowledge and skills

Essential	Desirable
<ul style="list-style-type: none"> • The ability to demonstrate good subject and curriculum knowledge • Successful experience in teaching IT & Computing • The ability to manage behaviour effectively to ensure a good and safe learning environment • An understanding of the principles of good classroom management and planning • Ability to challenge and support all students to do their best • Holding positive values and attitudes and adopt high standards of behaviour in a professional role • An understanding of and commitment to equal opportunities for all students • Having an extensive knowledge and well informed understanding of a range of learning, teaching and behaviour management strategies • Leadership of key developments within an IT & Computing faculty • The ability to manage and lead a team to achieve the best outcomes for students 	<ul style="list-style-type: none"> • Knowledge of recent initiatives and issues in education • Using IT as a curriculum tool to improve standards • Involvement in, and organisation of, wider school activities including extra-curricular activities • Having an extensive knowledge and well informed understanding of a range of learning, teaching and behaviour management strategies

Professional Attributes:

Essential	Desirable
<ul style="list-style-type: none"> • Holding positive values and attributes and adopt high standards of behaviour in a professional role • An understanding of, and commitment to, equal opportunities for all students • Genuine commitment to high quality teaching • Developing, supporting and leading other members of staff • The ability to lead the department and its staff for the benefit of the students 	<ul style="list-style-type: none"> • A willingness to participate actively in the life and work of the school to support its ethos and culture

Personal skills:

Essential	Desirable
<ul style="list-style-type: none"> • Highly effective communication skills with both children and adults • Effective time management skills and an ability to meet deadlines and work under sustained pressure • Commitment to implementing whole school policies relating to the safeguarding of children 	<ul style="list-style-type: none"> • Proven track record of successful teamwork • Raising standards in conjunction with other members of staff

The above will be evidence by a variety of means including: Application Form, Letter of application, References and Interview process

How to apply and the Selection Process

12th to 25th March 2019

Application Window

Visits to the school for a tour and a meeting with the Headteacher before applying are encouraged.

25th March 2019

(10 a.m.)

Deadline for applications

Applications should be sent to **sdelaney@stanborough.herts.sch.uk**

All candidates will be contacted by email, both those shortlisted and those not successful. Details about date and time of final interviews will be given to successful candidates. Candidates will also be given a topic to prepare for their lesson observation prior to interview.

