



William Brookes School

Job Description & Person Specification for Teacher of ICT & Enterprise (Business)

Status of Post: Full Time, Permanent
Starting date: September 2019

General Information

We strive to be the “best we can be through courtesy, enterprise and endeavour”.

With over 910 students on roll, William Brookes School is a successful school situated in the picturesque town of Much Wenlock. Approximately ten miles from the centre of Shrewsbury, the school serves a community of small villages and the bigger town of Broseley. Academic standards at the school are high and frequently among the highest in the county, thanks to highly motivated staff, children who wish to learn and parents who support them. Our high standards are maintained by caring and creating a climate of trust and mutual support between all who work in the school, ensuring all students leave with qualifications and skills needed for a successful life.

We have the privilege of being the only Coubertin School in Great Britain. We were awarded this prestigious status in 1999 when we were asked to become a founder member because of our strong links with the modern Olympics. Pierre de Coubertin, who is heralded as the creator of the modern day Olympic Games, was inspired by a visit to Much Wenlock in 1890 as the guest of Dr William Penny Brookes. Coubertin was a French philosopher who believed in educating the whole body and mind. We value this in our present school beliefs.

The school underwent a complete rebuild in 2010 making it the only school in the Shropshire local authority to have a building fully equipped for 21st century learning, although we continually look to improve our excellent facilities and resources for learning. We also have a large Leisure Centre, swimming pool and 3G pitch, which are jointly managed and available for use by students and staff during the day. We have a strong commitment to the Performing Arts and have excellent facilities inside the Edge Arts centre for public and school performances. These include a Dance and Drama studio, a Lecture Theatre and Cinema alongside the main Performance studio.

The ICT and Business teams

The ICT Department forms part of the **Enterprise & Technology Learning Zone**, which also includes Maths, DT and Business in a mix of specialist and general learning spaces. There are opportunities for team teaching and for accommodating visiting speakers for more than one group, with a 90 seat lecture theatre available on the ground floor. All teaching spaces have interactive whiteboards ('Smartboards') and we have various devices available to support curriculum delivery including laptops and hand held devices. Resources are in plentiful supply and mainly electronic.

The ICT and Business Departments currently consists of 4 full time staff. We run iMedia and Computing at GCSE and are looking to start the ICT diploma in September 2019 (Cambridge Nationals in IT at KS4 and Cambridge Technicals in IT at KS5). Business Studies is growing at GCSE and A-Level. In addition, we run a KS3 Enterprise course.

2018 subject results were:

	No. of Entries	Grade 7-9	%	Grade 5-9	%	Grade 4-9	%
Business Studies	24	6	25	15	62.5	17	70.83
Computer Science	21	4	19.05	10	47.62	13	61.9
iMedia	49	8	16.33	21	42.86	36	73.47

2018 Exam Results Overall

GCSE:

- 72.27% of students gained grades 9-4 overall
- 64% of students gained grades 9-4, including English & Maths
- In Maths, 15.79% gained grade 9-7, 42.76% gained grade 9-5 and 66.45% gained grade 9-4
- 36% of students got the E Bacc
- Attainment 8 score of 47.42
- Progress 8 score of +0.08

A level:

- A level students continued our high levels of success
- 18% of results gained were A*-A grades
- 43% were grades B or above
- 72% were grades C or above
- 97% of all exams were passed at A*-E
- One student got into Cambridge, maintaining our six year record

Job Description

Purpose of the Post:

To support the School's aims and maximise the achievement of all students in ICT and Enterprise (Business).

Accountable for:

Curriculum delivery and student progress and achievement within the ICT Department at all key stages and Enterprise at KS3 - and within the wider school, where relevant.

Details:

We are seeking to appoint an enthusiastic, energetic and creative teacher of ICT and Enterprise (Business), covering all aspects of teaching responsibilities. Someone who is interested in working in a department where staff open up their practice to scrutiny and share with colleagues both their successes and what they would like to improve. There is strong department and school support for appropriate student behaviour in lessons and we think this is a good school to work in. You will also cover tutorial responsibilities to a vertical tutor group of approximately 20-25 students, delivering an important core tutorial programme which emphasises the school's reading programme.

Other Key Responsibilities

Curriculum:

- To teach within the ICT and Business departments
- To work with the department to contribute to schemes of work, helping to build opportunities for:
 - Teaching and learning
 - Assessment for learning
 - Meeting the needs of all learners
 - ICT
 - Enrichment and external links

Learning:

- To maintain up-to-date records of student progress across all aspects of performance
- To ensure that students make good or outstanding progress in ICT and Enterprise (Business)
- To deal effectively with behaviour, attendance and punctuality issues

Assessment:

- To carry out the regular assessment and marking of students' work, according to the departmental and whole school assessment and marking policy
- To keep records of student attainment and progress
- To monitor student achievement against school and national data at individual student and teaching group level, and to take action to improve achievement and combat identified under achievement
- To carry out assessment and feedback

Policy:

- To attend relevant meetings
- To undertake any other duties as reasonably requested by the Head and Assistant Head.

Person Specification

Education:

- Graduate in ICT (or equivalent)
- PGCE Teaching qualification (or equivalent)
- Significant recent professional development (desirable)

Skills & Experience:

- Proven academic track record

Personal Qualities:

- Committed to achieving goals
- Committed to high achievement
- Committed to co-planning, delivery and assessment
- Confident communicator
- Strong team player
- Flexible, resilient and tenacious
- Organised
- Creative
- Caring
- Good sense of humour

Knowledge and Understanding:

- Excellent understanding of National Curriculum and GCSE requirements
- Excellent understanding of A level programmes

The appointment will be made on consideration of the following criteria:

The person appointed will:

- hold a good Honours degree level qualification in ICT or related disciplines
- hold Qualified Teacher Status or equivalent
- have successful experience of teaching ICT to students of all abilities in KS3 and KS4 to GCSE either in post or whilst on a Student Teaching Placement
- Have some experience of teaching Enterprise or Business
- It is desirable to be able to teach ICT at A Level
- have the ability to play a role in the development of the subject by contributing to new initiatives successfully
- have good organisational skills and the ability to work under pressure

The person appointed must be a good communicator who is able to demonstrate a passion for the subject and have a real enthusiasm for ICT.

Conditions of Service

The post is subject to the following:

- The Terms and Conditions for Teachers, as set out in the Teacher's Pay & Conditions Acts and any orders made under them
- The other terms and conditions set out in the various national collective agreements in force from time to time
- The Local Authority's and Governing Body's Rules and Conditions including any local agreement entered into with recognised trade unions
- The School's Instrument and Articles of Government
- The other conditions set out in the letter of appointment and this job specification

The Appointment Process

Application forms are available from the school website www.williambrookes.com.

Please complete and return your application form as soon as possible, clearly noting all the experience, skills and personal qualities that you can offer which are relevant to this post.

Completed applications and supporting documentation should be emailed to kcloud@williambrookes.com. You may also post your application to:

Mrs Kerry Cloud
Head's PA
William Brookes School
Farley Road, Much Wenlock
Shropshire, TF13 6NB

Should you require any additional information, please telephone the school on 01952 728 900 and ask to speak to Steve Beard, Assistant Head Teacher and Teacher of ICT or Anthony Burrell, Head of House and Head of Business.

In your covering letter, please include the following information:

- How do you ensure that students know how to stay safe on line? How do you make this something that they learn for life and not just for school?

Please note:

- It is essential that all elements of the application form are completed appropriately.
- CVs will not be accepted.
- Appointments will be subject to clearance in respect of medical fitness and criminal disclosure.
- This post is exempt from the Rehabilitation of Offenders Act 1974 and as such any applicants who are appointed to this post will be subject to an Enhanced Disclosure from the Criminal Records Bureau before the appointment is confirmed. This check will include details of cautions, reprimands or warnings, as well as convictions and non-conviction information. Once provisionally appointed, the successful applicant(s) may also be required to apply for an Enhanced Disclosure at predetermined intervals during the course of their employment whilst in this post.
- William Brookes School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

**THE DEADLINE FOR RECEIPT OF COMPLETED APPLICATIONS IS
12.00 NOON ON MONDAY, 25 MARCH 2019**

Shortlisted candidates will be invited to attend for interview on Monday, 1 April 2019.

If invited for interview, **you are required to bring evidence of your qualifications and appropriate documents to initiate the DBS process** should you be the successful candidate.

If you have not heard from us within four weeks of the above date, please assume that your application has not been successful on this occasion. In this event, thank you for your application.

Thank you for your interest. We look forward to receiving your application form.