

Person Specification

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.

	Essential These are qualities without which the applicant could not be appointed	Desirable These are extra qualities which can be used to choose between applicants who meet all of the essential criteria	Method of Assessment
Qualifications	<ul style="list-style-type: none"> Teaching Qualification Degree with a PGCE 		Production of the applicant's certificates at interview
Experience	<ul style="list-style-type: none"> Teacher of IT at Secondary level Maintain currency in ICT developments by OCR and the National Curriculum Ensure preparation and delivery of ICT is constantly updated to reflect any changes Act as Form Tutor To manage the overall school information service to ensure that ICT systems are effective, reliable and secure Design and manage the School's website/intranet Safe, secure and efficient usage of the School's ICT facilities and resources 	<ul style="list-style-type: none"> To teach Key Stage 2 up to GCSE To teach Key Skills Level 2 To supervise lessons in the Junior Department taught by other teachers Provide software support to teachers and administrators with respect to Microsoft Office and various database packages To supervise IT Technician 	Contents of the Application Form Interview Professional references Lesson observation (required to teach a lesson at a mutually agreed day and time)

Skills	<ul style="list-style-type: none"> • Ability to manage at all levels • Excellent classroom practitioner 		Contents of the Application Form Interview Professional references
Knowledge	<ul style="list-style-type: none"> • Of a wide range of software/hardware Information systems • To teach GCSE and beyond • VLEs 	Use of PASS and Frog.	Contents of the Application Form Interview Professional references
Personal competencies and qualities	<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 challenging behaviours • Positive attitude to use of authority and maintaining discipline • Gentle but firm approach to discipline 	<ul style="list-style-type: none"> • Genuine interest in the subject, be enthusiastic, inspirational and possess a lively approach 	Contents of the Application Form Interview Professional references