BURNLEY
HIGH SCHOOL



Computer Science Teacher

Part of the Chapel St family of schools

Dear Applicant

I am delighted you have expressed an interest in working at Burnley High School, where each student is nurtured through the development of academic, professional, social and emotional skills working in partnership with his or her family and community. This pack is intended to give you information about the role of Head of Maths who will hold a whole school responsibility, together with some details concerning the school's values and ethos.

We are looking to appoint a committed, hardworking, caring and knowledgeable individual to join our highly skilled team of professionals as we strive towards becoming outstanding in all we do. We expect our staff to provide and model the aspirational, engaging and personalised education the children of Burnley deserve by building on each child's unique gifts, talents and particular needs. Recognising the vital role that family life can play in a child's learning and development, staff also work closely with parents and carers to engage them in their children's learning and in school life.

We invite you to read through this pack and consider applying for this important post. If you feel it would be helpful to visit the school before applying, please contact Lorraine Brody in order to arrange this.

To read more about the vision and ethos for Burnley High School and to keep up with the latest news concerning this exciting new school, visit our website at: **www.burnleyhighschool.co.uk**. If you are not clear about any aspect of the application procedure, do not hesitate to contact us for clarification on 01282 681950.

I hope you find the information helpful. If you feel that this is a post for which you would like to apply, please complete all sections of the Application Form (CVs are not accepted) and return it to Lorraine Brody at Burnley High School by either of the following ways (preferably by email):

Email: lorraine.brody@burnley-cs.org

Post: Burnley High School, Byron Street, BB12 6NX

The closing deadline for applications is no later than **12.00pm Monday 25th February 2019**

Please ensure you provide the name, address and status of two referees, one of whom should be your most recent employer. Candidates should be aware we will seek references on short-listed candidates for all positions at Burnley High School and may approach previous employers for information to verify particular experience or qualifications before interview. We are committed to safeguarding and promoting the welfare of children, therefore as part of the application process I urge you to read our Safeguarding policy found on our website prior to completing the application form. Successful candidates will be invited to interview in Burnley sometime in the week of 25th February 2019. We will do our best to respond to all candidates.

I wish you well and thank you once again for your interest in what we think will be a challenging and rewarding post.

Yours faithfully

Victoria Povey
Executive Head Teacher

Phillip Walmsley
Associate Head Teacher

POSITION OVERVIEW & EXPLANATORY NOTES

This is an exciting opportunity to help to shape the future of the young people of West Burnley and Padiham. The local community is very supportive of the school and is keen to work with the staff to develop an outstanding school. The sponsors for Burnley High School are Chapel St, a charity working in the areas of health, education and social care. The school moved into its new building in April 2017, a state if the art building that has been designed and built with fantastic facilities which enable us to deliver our unique and inspirational curriculum. In May 2017, Ofsted recognised what a fabulous school BHS is and graded us Good with Outstanding for Personal Development and Welfare.

Burnley High School is a deliberately smaller school with 650 11-16 students when the school reaches its optimum intake. The school opened in September 2014 with year 7 only and now has years 7, 8, 9, 10 and 11 as the school has naturally grown year on year. The maximum intake per year will be 90 students in Years 7-11 and the demand for these places has resulted in the school being oversubscribed in all 2015 to 2018 intakes. The school has a strong ethos and our values of Love, Grace and Fellowship permeate all we do whilst serving children and families of all faiths and no faith.

All staff at Burnley High School (BHS) are dedicated and committed, the Executive Head teacher, her team and our visionary sponsor Chapel St work together to build a dynamic new community school serving the children, families and residents of West Burnley and Padiham.

Applications will only be accepted from candidates completing the school's Application Form. Please complete ALL sections of the Application Form that are relevant to you as clearly and fully as possible. CVs will not be accepted in place of a completed Application Form.

Safeguarding Children & Young People

We are committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced DBS checks and the Barred List checks.

1. Candidates should be aware that all posts at Burnley High School will involve some degree of responsibility for safeguarding children and young people, although the extent of that responsibility will vary depending on the nature of the post. Please see the Job Description for further details.
2. Accordingly, this post is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind-overs, including those regarded as "spent" must be declared in a sealed envelope attached to this application form.
3. If you are currently working with children, on either a paid or voluntary basis, your current employer will be asked about disciplinary offences, including those related to children or young people (whether the disciplinary sanction is current or time expired), and whether you have been the subject of any child protection allegations or concerns and, if so, the outcome of any investigation or disciplinary proceedings. If you are not currently working with children, but have done in the past, that previous employer will be asked about these issues.
4. Where neither your current or previous employment has involved working with children, your current employer will be asked about your suitability to work with children, although it may,

where appropriate, be answered not applicable if your duties have not brought you into contact with children or young people.

Child Protection Policy

Chapel St and Burnley High School fully recognises their responsibilities for child protection. Our policy applies to all Chapel St trustees, charity staff, governors and staff in its schools.

There are five main elements to our policy. We are committed to:

- Ensuring we practise safe recruitment in checking the suitability of staff and volunteers to work with children.
- Raising awareness of child protection issues and equipping children with the skills needed to keep them safe.
- Developing and then implementing procedures for identifying and reporting cases, or suspected cases, of abuse.
- Supporting pupils who have been abused in accordance with his/her agreed child protection plan.

Interview Process

After the closing date, short-listing will be conducted by a panel who will match your skills/ experience against the criteria in the Person Specification. You will be selected for interview entirely on the contents of your Application Form, so please read the Job Description and Person Specification carefully before you complete your form.

All candidates invited to interview must bring the following documents:

- Documentary evidence of right to work in the UK
- Documentary evidence of identity that will satisfy DBS requirements such as a current driving licence including a photograph and/or a passport and/or a full birth certificate
- Documentary proof of current name and address (i.e. utility bill, financial statement etc.)
- Where appropriate any documentation evidencing a change of name
- Documents confirming any educational or professional qualifications that are necessary or relevant for the post.

Please note that originals of the above are necessary. Photocopies or certified copies are not sufficient.

We will seek references on shortlisted candidates for Burnley High School and may approach previous employers for information to verify particular experience or qualifications before interview. Any relevant issues arising from references will be taken up at interview.

In addition to candidates' ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

- 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
- Attitudes to use of authority and maintaining discipline

Conditional Offer: Pre-Employment Checks

Any offer to a successful candidate will be conditional upon:

- Verification of right to work in the UK
- Receipt of at least two satisfactory references (if these have not already been received)
- Verification of identity and qualifications
- Barred List Check
- Satisfactory Enhanced DBS Disclosure
- Verification of professional status such as QTS Status, NPQH (where required)
- Satisfactory completion of a Health Assessment

Where the successful candidate has worked or been resident overseas in the previous five years, such checks and confirmations as may be required in accordance with statutory guidance
You should be aware that provision of false information including information relating to health is an offence and could result in your application being rejected or summary dismissal if you have been selected.

The Rehabilitation of Offenders Act
The Rehabilitation of Offenders Act allows for a person who has been convicted of a criminal offence involving a sentence of not more than 2 ½ years' imprisonment and who has since lived trouble free for a specified period of time (related to the severity of the offence) to be treated as if the offence, conviction or sentence has never occurred. This is known as a spent conviction*

This job is one of those to which the provisions of the above Act in relations to spent convictions* **do not apply**. Applicant must therefore **disclose** whether they have any previous convictions*.

Should an applicant have a criminal conviction*, this will be discussed in confidence at interview. However only convictions* that are relevant tot eh job in question will be taken into account. Failure to disclose any conviction could lead to an application being rejected, or, if appointed, may lead to later dismissal.

Certain spent convictions* are 'protected' and are not subject to disclosure to employers, and cannot be taken into account by a recruitment manager. Guidance and criteria on the filtering of these convictions* can be found at the following link:
http://www.legislation.gov.uk/uksi/2013/1198/pdfs/uksi_20131198_en.pdf
*including cautions, reprimands or warnings

People who have convictions will be treated fairly and given every opportunity to establish their suitability for the job, all applicants will be considered on merit and ability.

Any information that you give will be kept in strict confidence and will be used only in respect of you application for the job.

Disclosure and Barring service (DBS)
Successful applicant will be asked to apply for an enhance Criminal record Check (discourse) from the Disclosure and Barring service.

A copy of the Disclosure and Barring Service Code of Practice is available on request

Further information about the Disclosure scheme can be found at:
https://www.gov.uk/government/organisations/disclosure-and-barring-service

Computer Science Teacher
Job Specification

Accountable to: Subject leader

Salary: Main scale (experience dependent)

The ideal candidate will:

- Be a well-qualified Computer Science teacher with a record of planning and delivering lessons that are engaging, challenging and enjoyable to pupils of all ability levels (this can be throughout training year)
- Will have a PGCE (or will have obtained one by September 2019)
- Be a proficient ICT user to enhance their teaching
- Have the ability to teach pupils throughout KS3 and 4
- Be able to inspire and make positive relationships with students to encourage great learning
- Have evidence of supporting students to reach their full potential
- Be a resilient character with a strong personal drive

We can offer you

- The opportunity to work in an innovative, oversubscribed, Ofsted 'good' rated school
- A pleasant working environment in a new build (Easter 2017)
- To work alongside a collaborative, forward thinking Head and Senior Leadership Team whose priority is to support and develop you and improve the life chances and social mobility for our students
- A dedicated, hardworking and supportive English team all passionate about their subject
- A comprehensive induction programme when joining the school as an NQT, including your own dedicated mentor
- A laptop to use whilst in employment
- A professional development programme with the opportunity to share best practice within your own team and with staff from other specialisms
- Part of the East Lancashire Teaching Alliance
- Perkbox subscription
- Employee incentive programme
- Good road and rail links with access to local motorways easily accessible from the school

Computer Science Teacher
Person Specification

Job title: Teacher of Computer Science

The Governors and Senior team wish to appoint a graduate who is able to demonstrate the following qualities and experience:

Criteria	Essential	Desirable
Qualifications	Well qualified graduate Qualified teacher, or expect to gain QTS by the start of the contract	Experience of continuing professional development Awareness of current syllabus development
Experience	Experience of teaching across the 11-16 age range Proven record or evidence from teaching practice of potential to help students reach high standards of learning and achievement Experience of using interactive whiteboard technology	Understand the importance of the pastoral role of every teacher
Knowledge	High standard of subject knowledge Knowledge of current developments in Teaching and Learning Understanding and use of strategies to raise achievement	Experience and understanding of helping low achievers
Personality	Demonstrate a positive and enthusiastic outlook Passionate about Computer Science Ambitious with a drive to succeed Ability to inspire and motivate students and peers Commitments to safeguard and promote the welfare of children Pleasant and professional manner	Self confidence Flexibility and adaptability
Special aptitudes	Professionalism/integrity Good communication skills Work with energy, commitments and good humour Be an effective team member Play full role in departmental development, especially contributing to teaching and learning materials	Ambitious and keen to undertake continuing professional development
Personal attributes	Desire to contribute to and be involved in the wider life of the school Good record of attendance and punctuality	

Whilst every effort has been made to explain the main duties and responsibilities for this post, each individual task undertaken may not be identified, especially in the context of a new and growing school which requires flexibility in all its employees.

This job description is current at the date shown but, in consultation with the post holder, may be changed by the Head Teacher to reflect or anticipate changes in the job commensurate with the grade and job title.

All post holders are accountable through the Chapel Street Trust and Burnley High School Performance Management Policy. The Governors and Head Teachers of the Chapel St Trust are committed to safeguarding and promoting the welfare of all children and young people and ensuring that safer recruitment procedures are in place.

We promote diversity and want a workforce which reflects the population of Burnley and the North West. Applications are welcome from all, irrespective of sex, sexuality, race, religion, marital status, age or disability. This job description will be reviewed annually. The post-holder may be required to take on additional responsibilities when necessary to ensure the effective running of the school.