

**Teacher of ICT and Computer Science (Part Time)**

**Required from: 28th February or as soon as possible**

**Job Description and Person Specification**

**Introduction from the Head**

Our wonderful Senior School and Sixth Form are enviably located in the historic Saighton Grange buildings, with stunning views across beautiful countryside towards the Welsh mountains and the Cheshire sandstone ridge; and our dedicated Infants and Junior School is just down the road in the charming and picturesque village of Aldford.

Our College is a unique, inspiring, and memorable place to learn and grow, where our caring and committed teaching and support staff will do all that they can to help our pupils to be the best that they can be.

We are a safe and friendly school community, where we look out for each other and where we work with each child’s individual interests, passions, and strengths; while also encouraging them to try new things, take risks, and be creative.

Our aim is to lead and coach our pupils during these critical, formative years, so that they may leave us at the end of Sixth Form having achieved the best that they can academically; and with a clear sense of who they are as a person and how they can go on to make a positive difference to our world in the uncertain future ahead – with courage and with compassion.

Thank you for taking the time find out more about us. If you feel that you could bring the right balance of care, commitment, expertise, and enthusiasm to this role, we would welcome your application.

Text

Description automatically generated

Craig Jenkinson, MA (Oxon), PGCE, MInstLM

**The Post**

We are seeking a dynamic and committed Part Time (0.4 FTE) Teacher of ICT & Computer Science. This is a unique position and requires the successful candidate to have the ability to teach ICT and Computer Science across all key stages, up to and including GCSE and A Level Computer Science.

**Curriculum**

At Abbey Gate College, we are committed to delivering a broad and exciting curriculum to all of our students. Our curriculum encompasses a full range of experiences that will develop the students into confident, resilient and successful young adults with the prospect of a great future. In an increasingly digital and automated world, we believe that studying Computing is vital to ensure our students can access future job opportunities in this field. Therefore, all students study the subject until Year 9, with many choosing to study it for GCSE and from Sept 2020 - A Level.

**Juniors**

The ICT & Computing curriculum is delivered to our Junior school pupils as part of ongoing collaboration with a range of subjects in the Upper school. Lessons take part weekly in one of the ICT suites of the Senior school. A number of topics are covered: Digital Literacy, E-Safety, Programming using Scratch, Word-processing and Presentation skills.

**Key Stage 3**

ICT and Computer Science is taught as a discreet subject at KS3. Pupils have one lesson per week in Years 7 & 8 and 2 lessons per week in Year 9. The KS3 Curriculum is structured into a series of modules providing pupils with the skills not only to meet the demands of the national curriculum but also to progress to further study in Computer Science as well as to use ICT effectively for their other GCSE options. We cover a range of topics including Digital Literacy, E-Safety, Cybersecurity, Programming using Scratch and Python, Algorithms, Web-page design using HTML and Presenting information using DTP, Graphics software and Presentation software.

**Key Stage 4**

Pupils have the option to study GCSE Computer Science as part of the option programme. Computer Science pupils in Year 10 & 11 are studying the OCR GCSE Syllabus. Students have achieved excellent success at GCSE level over the last 3 years.

**Key Stage 5**

A Level Computer Science is also available as part of the 6th form curriculum provision. Students follow the OCR A Level Computer Science syllabus.

**Extra-Curricular**

We run a Computer Science club at lunchtimes to allow students to investigate new developments and give them opportunities to extend their programming skills.

**Key Responsibilities**

1. **Key Responsibilities**

* to ensure that you are effective and efficient in delivering the ICT & Computer Science Curriculum.
* to contribute to the development of Schemes of Work.
* to keep up to date with all aspects of the development of teaching and learning related to ICT & Computer Science.
* to help and advise with the population of the VLE with appropriate content.
* Any other duties as required

1. **Pupils**

* to take responsibility for the learning and academic performance of all pupils who are taught by you.
* to ensure efforts are properly rewarded.
* to provide pupils with careers advice as appropriate.
* to ensure the use of target setting such as CAT and ALIS data in the department.
* to liaise with the Learning Support Department and Head of ICT & Computing to ensure pupils have the necessary access arrangement for public exams and internal assessments.

1. **Departmental Management**

* to work well with other colleagues to ensure effective teaching and learning.
* to renew and monitor procedure to ensure best practice.
* to share good practice in the department.
* to develop cross curricular links with other subjects.

1. **Marking, Homework**

* to ensure that the College Policies on marking are applied.
* to ensure that marking is used to inform teaching and learning in your planning.
* to ensure that appropriate homework is and set according to the College timetable.
* to ensure that work is marked promptly, accurately and in a diagnostic way.

1. **Assessment and Record Keeping**

* to ensure the frequent and regular assessment of the progress of pupils through formative and summative methods.
* to ensure that assessment is used to inform teaching and learning.
* to ensure that reports to parents are of good quality. Maintain high standards of communication with parents too.

1. **Outside the Classroom/Teaching Area**

* to help with extra-curricular activities within the department.
* to help participate in and run appropriate external visits.
* to arrange performances, competitions, etc which would raise the level of interest in Computer Science amongst pupils and the wider community.
* to assist with the provision of taster sessions/taster days for prospective pupils whether they be external or from the Infant and Junior Department.
* to help with the setting up of the department for Open Morning.
* to co-ordinate and provide information and guidance for prospective pupils and their parents at the 6th Form Information Evening if required.

1. **Communication**

* to be responsible for attendance at INSET sessions.
* to represent the department at parents’ evenings
* to communicate with the Head of ICT/Computing with regards to the Infant and Junior Department and build links between KS2 and KS3.
* to oversee the writing of subject reports.
* to draft articles for press, media and website publication concerning events or developments at the College in connection with the department. All such articles must first be submitted to the Head of ICT & Computing.

1. **Facilities and Resources**

* to ensure that rooms, furniture, equipment, wall displays etc are maintained to a high standard in the department.
* to notify the Head of ICT & Computing and site manager of any jobs that need addressing.

1. **Health and Safety**

* to be responsible for the implementation of the Whole School and Department Health and Safety Policies

**Key Qualities and Person Specification**

The person appointed should demonstrate the following skills and qualities: -

* Inspirational teacher
* Enthusiastic, innovative and creative
* Experience of Teaching A-level Computer Studies
* Committed to raising the standards and monitoring pupil progress
* Act as a good role model to staff and pupils
* Have an outstanding professional and personal qualities
* Caring, supportive and willing to adapt their teaching to suit the needs of the pupils
* Proficient with the use of ICT in the classroom
* Show good planning skills
* Well organised
* Calm under pressure

**Terms and Conditions of Employment**

The salary and benefits for this position are competitive and will depend upon the qualifications and relevant experience of the successful candidate.

**Child Protection**

Abbey Gate College regards as paramount the welfare and safety of children. Whilst criminal convictions are not necessarily a bar, this safety consideration will be key to all decisions regarding the employment of staff, approval of volunteers and standards of external contractors.

**Equal Opportunities**

We are committed to treating all employees with dignity and respect, regardless of race, gender reassignment, pregnancy and maternity, age, sexual orientation, sex, religion or belief, marriage and civil partnership, and disability. We, therefore, welcome applications from all members of the community.

**Process for Applications**

**Deadline: 29th November at 12 noon**

**Interviews: TBC**

Please apply by completing our Abbey Gate College application form along with a covering letter addressed to the Head, Mr Craig Jenkinson, explaining your interest and suitability for the role, and returning it to[hr@abbeygatecollege.co.uk](mailto:hr@abbeygatecollege.co.uk)

The interview process will include; meeting the Head and Deputy Head. The candidate will be asked to conduct an ICT and Computer Science lesson and there will be a one to one with the Head of Department. There will also be a tour of the College. Specific details will be shared with shortlisted candidates in advance.

References for shortlisted candidates **will be taken** up prior to interview, please inform your referees.

Please visit our website at[www.abbeygatecollege.co.uk](http://www.abbeygatecollege.co.uk)for more information about the College.