



**North East
Learning Trust**

Teacher of ICT & Computing
Hermitage Academy
Applicant information pack

Teacher of ICT & Computing

Required for January 2023

Salary: MPS/UPS

Hermitage Academy is a part of the North East Learning Trust and are seeking to appoint a Teacher of ICT and computer science to join our dedicated team.

This appointment will be based in Hermitage Academy where we have an exciting opportunity for you to join a school that has undergone real change and is on a strong, upward trajectory.

Hermitage Academy is a mixed 11-16 comprehensive school with a rapidly growing sixth form with over 1000 students from Chester-le-Street and the surrounding areas.

Our vision is simple and is shared by all schools across the North East Learning Trust family. It is that every child experiences excellence every day.

We are committed to:

- A vibrant learning community with enthusiastic and engaging students
- A positive and caring ethos
- An excellent learning environment and resources
- A team of hardworking, dedicated and friendly staff where everyone is valued
- A supportive and effective governing body

The successful candidate will:

- Hold a degree level qualification (or equivalent) in the subject.
- Have experience of teaching ICT and computer science across the age and ability ranges.
- Have excellent IT skills.
- Be proactive and self-motivated.
- Have a flexible approach to work.

Deadline:

Closing date: Tuesday 18th October 2022 noon, shortlisting will take place on the afternoon of 18th October 2022

Interviews taking place on Thursday 20th October 2022

How to apply:

Application packs can be downloaded from our website.

Letters of application should be no more than two sides of A4 and should be returned with application forms to Samantha.lish@hermitageacademy.co.uk or by post to Samantha Lish, Support Services Manager, Hermitage Academy. Please do not submit a CV unless it is to complement your application form.

Job description

Post title:	Teacher of ICT & Computing
Responsible to:	Head of ICT and Computing / Senior Leadership Team
Responsible for:	Teaching ICT and computer science across the age and ability range.
Salary Band:	Main Pay Scale/ Upper Pay Scale

Job Purpose:

You will be required to carry out the duties of a schoolteacher, as set out in the current School Teachers' Pay and Conditions Document. You will be required to teach ICT and computer science to students across the age and ability range. You will be a committed and enthusiastic member of staff, developing positive working relationships with students, teaching staff, other professionals and parents/carers.

Duties and Responsibilities:

- To plan and deliver lessons effectively to meet the varied and special educational needs of students and to maintain appropriate records of teaching.
- To mark and assess the work of students in accordance with school and departmental policies and to maintain appropriate records of student attainment and progress.
- To set and mark homework in accordance with school policy.
- To manage behaviour effectively in accordance with the school's behaviour policy.
- To contribute to the appearance and ethos of the Trust through the maintenance of a pleasant learning environment within the classroom and departmental areas.
- To actively celebrate the achievement of students using school systems to praise and reward.
- To participate in general supervisory duties in accordance with published duty rotas.
- To participate in required meetings with colleagues and parents/carers.
- To liaise with colleagues in other departments, as appropriate.
- To participate in professional development and Performance Management reviews in line with school policy.

Enhancing own knowledge, skills and understanding

- To continuously develop your range of teaching and learning strategies for supporting the development and progression of individual students.
- To keep up to date with developments and initiatives in the subject area.

Professional development and raising awareness

- To be an active member of the school's IT and computing department.
- To work with relevant staff to identify and address the needs of students.
- To plan differentiated material to support all students across the Key Stages.
- To participate proactively in professional development opportunities and initiatives.

Curriculum and extra-curricular provision

- To contribute in developing/reviewing/revising schemes of work and engaging and challenging resources.

- To contribute to the creation, planning and organisation of extra-curricular activities to promote the subject and enhance students' learning.

Sharing information

- To ensure the efficient exchange of information regarding students both within the school and with other institutions/external agencies, as necessary.

Support and monitoring

- To mark and record students' work in line with departmental and school policies.
- To assess in line with departmental and school policies the ability of individual students; and to transfer that assessment information to school records and to reports for parents; to communicate assessment details and data to tutors in preparation for parents' evenings.
- To prepare and conduct assessments of students' learning, as and when required, and submit data regarding students' progress into the school management information system.
- To liaise with others involved in supporting students' learning.
- To develop and maintain links with subject and pastoral staff to support, monitor, assess and evaluate the progress of individuals.
- To support students' social and emotional needs.
- To foster good relationships and liaison with parents/carers.

Management of information

- To ensure the maintenance of accurate and up-to-date information concerning students' learning and progress.

Communication

- To ensure effective communication/consultation as appropriate with the parents/carers of students.

General

The duties and responsibilities highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post and the grade has been established on this basis.

Health and Safety:

It is the responsibility of individual employees at every level to take care of their own health and safety and that of others who may be affected by their acts at work. This includes co-operating with the Trust and colleagues in complying with health and safety obligations to maintain a safe environment and particularly by reporting promptly and defects, risks or potential hazards. Specifically:

- To report any incidents/accidents and near misses to your line manager
- To ensure own safety and safety of all others who may be affected by the Trust's business

Safeguarding

The Trust has a Child Safeguarding policy and procedure in place and is committed to safeguarding and promoting the welfare of all its students, each student's welfare is of paramount importance to us and you are expected to share this commitment. All staff will fully comply with the Trust's policies and procedures, attend appropriate training, inform the Designated Person of any concerns, record any potential safeguarding incidents appropriately.

Person specification

	Essential	Desirable
Education/training	<ul style="list-style-type: none"> • Qualified Teacher Status • First or second-class degree or equivalent in a relevant computer science and/or ICT based subject • Good A level subjects in ICT and/or computer science • 5 GCSE's 9-5 (A*-C) or equivalent, including English and mathematics 	
Experience	<ul style="list-style-type: none"> • Recent and successful teaching experience in the relevant subject area from KS3, KS4 and A level, in particular the skills to teach computing to GCSE and A level • Proven ability to plan and deliver successful and inspiring lessons in ICT/computing • Proven track record of delivering excellent outcomes for students, of all abilities • A firm commitment to extra-curricular activities 	<ul style="list-style-type: none"> • Proven track record of examination success at KS4 and KS5 • Experience of organising extra-curricular activities • Experience of making significant contribution to improve student outcomes
Aptitude and skills	<ul style="list-style-type: none"> • Good communication skills • Ability to work under pressure and meet deadlines • Excellent classroom teacher 	
Personal qualities	<ul style="list-style-type: none"> • Reliable and conscientious • Desire and ability to learn new skills • High expectations of all students • Caring and supportive • Enthusiastic team player • Organise, plan and prioritise effectively 	

References:

References will be requested prior to interview, except for non-teaching roles where there are exceptional circumstances, and the applicant does not give consent to do so on the application form.

DBS:

North East Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

An application for a DBS certificate will be submitted for all candidates once they have been offered the position. For posts in regulated activity, the DBS check will include a barred list check. During the recruitment process, any offences, or other matters relevant to the position will be considered on a case-by-case basis.

Any offer of employment will be subject to receipt of a satisfactory DBS Enhanced Disclosure.

Pre-occupational health:

Pre-occupational health check is an essential part of the selection and recruitment process to assess if any reasonable adjustments are required.

Equal opportunities:

We are an equal opportunity employer. We want to develop a more diverse workforce and we positively welcome applicants from all sections of the community.

Applicants with disabilities will be granted an interview if the essential job criteria are met.