

Stanborough



# Curriculum Leader IT and Computing

Information Pack for Candidates  
March 2023

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**Grow and Succeed**

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High Expectations | Mutual Respect | Quality Learning | Success for All



# Welcome

March 2023

Dear Candidate,

Thank you for your interest in the role of Curriculum Leader for IT and Computing at Stanborough School. We are delighted that you see Stanborough as a school where you can make an impact. This position will offer an exciting opportunity for the successful applicant to work with us as we continue to develop our thriving and dynamic school.

It has been a privilege to lead Stanborough School from September 2018. My team share an educational philosophy which promotes the highest expectations and consistent pastoral care. Our core aim is to nurture enquiring minds and to inspire our youngsters to pursue their dreams, leaving our school ready to excel in a future which has limitless possibilities. I am delighted that all of the hard work by staff and students has been recognised by Ofsted and that following an inspection in January 2023 we have been given a 'Good' grade. Details of this are given later in this pack.

Our aim is simple, we want to be a truly outstanding school in every sense of the word and we want to be confident that our students get the best possible education that is ambitious, varied and stimulating. At the heart of everything we do is a desire to ensure that our students receive the highest standards of teaching and learning. Our curriculum is broad and academically challenging in order to prepare students for the rigours of further study or work.

At Stanborough, we care passionately about the development of each student's character, their personality and social skills, the way they treat others and the contribution they make to society. We place strong emphasis on outstanding behaviour. Excellent learning is underpinned by excellent behaviour. We expect our students to show respect when interacting with other members of our school community and to uphold the reputation of the school in the local area.

From September 2019 we became an 8 form entry school. Raising our intake number is a reflection of the success and popularity of Stanborough School in the local area. I am pleased to note that we are now oversubscribed for the September 2023 intake.

If you are passionate about education and really feel you can make a positive difference to the school then we look forward to receiving your application to join us at Stanborough.



Mrs M John  
Headteacher





## **Ofsted Report – March 2023**

The school was delighted to be awarded an Ofsted 'Good' grade following an inspection held in January 2023.

The report emphasised the hard work of staff and students over the past four years since the last inspection. The full report is available at <https://stanborough.herts.sch.uk/wp-content/uploads/2023/01/2023-OFSTED-Report.pdf>. Below are some highlights from the report.

### **'Pupils behave well at Stanborough'**

- 'Pupils behave well. They know and understand what leaders expect of them'
- 'Leaders set clear and high expectations for behaviour. Pupils are clear that disruption or discriminatory behaviour will not be tolerated'
- 'Pupils know staff will help if they have a worry or issue. They benefit from a range of effective support services such as counselling and well-being support'

### **'Leaders have redesigned the curriculum so that it is academically ambitious'**

- 'Pupils study a broad and balanced curriculum which enables them to pursue their talents and interests'
- 'Leaders have ensured that in many subjects, the curriculum is planned well to build pupils' knowledge over time'
- 'Teachers present subject matter clearly, promoting appropriate discussion about what is being taught'

### **'Leaders ensure there is a wide range of opportunities for positive personal development'**

- 'Pupils learn values such as mutual respect and tolerance through a well-planned programme of life skills, assemblies and tutor time'

### **'Leaders have taken clear and effective action to ensure the school has improved since the last inspection'**

- 'Staff feel that leaders listen to them with regard to workload and well-being'

We are proud of the above comments and we would encourage all prospective candidates to read the [full report](#).



# Stanborough School

Stanborough School is an 11-18 co-educational Academy that sits on the southern fringe of Welwyn Garden City. The school currently has 1250 students. Due to parental demand for places at the school, from September 2019 the school expanded to 8 form entry. This has required a substantial amount of new premises work to be completed which includes a new teaching block as well as a drama and music block.

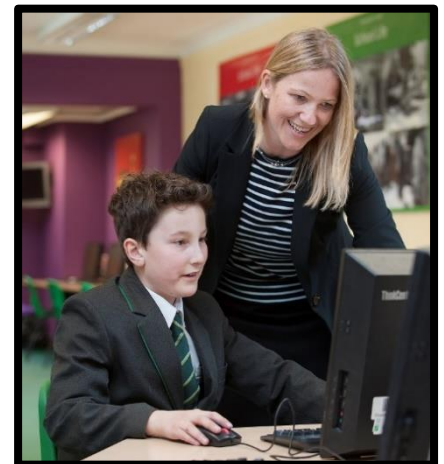
We pride ourselves in being a fully inclusive school that serves our local community and on being a school that does its best for each individual student so they can achieve their potential during their time at Stanborough.

Stanborough is proud of its community involvement. We work closely with the four other local Secondary Schools as part of the Welwyn-Hatfield 16-19 Consortium. We also take a leading role in hosting and developing a number of other key community developments such as the Handside Schools Partnership with a local special school and primary school.

The school boasts excellent facilities including our first-rate IT resources, a legacy of our Specialist Computing Status. With a dedicated Art and Technology block, Sports Hall, Sixth Form Centre and the recently constructed MFL and Humanities and Music and Drama teaching blocks the students enjoy some outstanding facilities. Our excellent resources in all curriculum areas also show our commitment to giving students a wide variety of curricular opportunities including technology, the performing arts and computing. All students at Key Stage 3 now bring their own devices and this is being rolled out across the whole school.

Our greatest asset at the school is our staff. We want the best educators for our students and through exceptional retention we have a stable staff with very low turn-over. A number of staff who started at the school as NQTs now find themselves in senior positions at the school. We have a strong support team and many staff have remained with the school for several years.

With the appointment of a new Headteacher from September 2018, this is an exciting time to join the school and become part of an ambitious and hard-working team dedicated to moving the school forward. We are looking for support staff and teachers who will embody our four principles of High Expectations; Mutual Respect; Quality Learning and Success for All.



# Welwyn Garden City

Welwyn Garden City is a town in Hertfordshire with a population of just under 50,000 people. Welwyn Garden City was the second Garden City to be built, founded in 1920 and it exemplifies the physical, cultural, social and planning ideals of the time it was built.

## Location and Transport Links

Welwyn Garden City enjoys superb communication links. Stanborough School sits five minutes from the A1(M) and approximately 10 minutes from the M25. The M1 is only a 30 minute drive away. The train station in Welwyn Garden City is on the main East Coast Line linking Scotland to London and Kings Cross station is a 30 minutes train journey.

Luton Airport is less than 30 minutes away and both Heathrow and Stansted Airports are less than an hour's drive away. The town is also a central hub for local bus services which link it to the rest of Hertfordshire.

## Facilities and Amenities

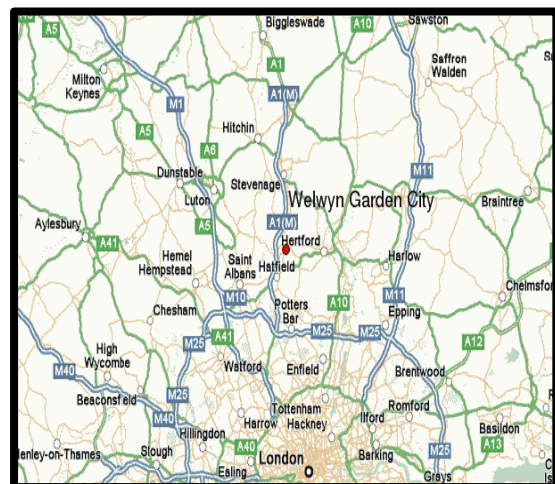
Stanborough School is a two minute walk from the Gosling Sports Park and is only a short car/bus journey to the University of Hertfordshire Sports Village in Hatfield. A range of shops, bars, restaurants and cafes can be found in the Town Centre as well as in the local Galleria shopping centre. St Albans, Hitchin and Hertford are all around 30 minutes away and all offer a range of retail and leisure experiences.

The town also has the QEII Hospital, a theatre, cinema and numerous other cultural and leisure facilities. Stanborough School lies at the southern edge of the town and the school grounds back onto the Stanborough Lakes Country Park.

## Housing and Accommodation

A range of accommodation options are available in the local area and there is a thriving rental market. The excellent transport links allow many staff at the school to live in other parts of Hertfordshire as well as North London.

Help and advice can be given by the school if accommodation is required.





# What can we offer you at Stanborough?

- The chance to work in a thriving and developing school that puts the student at the heart of everything it does.
- The chance to work with amazing staff who are passionate about developing the young people in their care.
- A well-developed and personally tailored staff development offer that meets the needs of individual staff members.
- An expanding school with great facilities including a new teaching block with 17 classrooms as well as a new Music and Drama block.
- An opportunity to be involved in the 16 – 19 Welwyn Hatfield Consortium, one of the oldest and well-established of its kind in the UK. This involves close links and collaboration with four local schools and offers our Post 16 students access to over 50 Level 3 qualifications.
- Great resources for staff, including free parking on site, good rail and road links to the school and an attractive edge of town location next to Stanborough Lakes and Gosling Sports Park.
- Staff can benefit from the school's children of staff admission rule.



# Stanborough School

## IT and Computing Curriculum Area

IT & Computing at Stanborough offers students a dynamic insight into the world of IT and Computer Science. We offer our students a range of activities on a number of platforms, use a range of websites and online interactive activities.

The aim of the IT and Computing faculty is to ensure students and staff at Stanborough School are autonomous users of IT and that students develop into creators of IT through computing, preparing them for life in an ever changing world.

### Key Stage 3

Over the course of Key Stage 3, our students will develop the skills required to use technology effectively in their lives – whether it is for personal, educational, community, social or business purposes. Our students will also learn about the Computer Science behind technology.

During their lessons, students explore a variety of issues from how we use technology to using web tools effectively within an online business. Students will also explore the digital divide, become digital designers, discover how computers really work and learn how to write code. Throughout these units of work our students will develop their digital literacy skills needed for the 21st century workplace. This is achieved using Microsoft Office and Serif Creative Suite, alongside other software packages.

### Key Stage 4



Our students are offered OCR Computer Science. This course is two years in length and is a Level 2 qualification.

### Key Stage 5

Students can choose to continue their learning in either of the two routes, Computer Science or Information Technology.

BTEC Level 3 National Extended Certificate in Information Technology: this Edexcel course is intended as an Applied General Qualification equivalent in size to one A Level. OCR A Level

Computer Science: this qualification encourages students to develop an understanding of, and ability to apply, the fundamental principles and concepts of computer science.

## Celebrating successes, Extra-Curricular Activities and Visits

The IT & Computing faculty continues to be a hub for computing in the local area. Our Lead School status and being part of the Computing at School Network of Excellence was renewed after our last academic year's achievements. We have developed a Computing Support Network for local primary schools, where we provide CPD and Computer Science and Robotics Masterclasses. Our students across different year groups support in the success of these events.

The Stanborough Robotics Club has continued its success nationally and internationally.

We took part in a Robotics Competitions in the USA for the 5th year running. One of the teams impressed the judges and won the well-respected Judges' Award. On the national front, we hosted two very successful Robotics Competitions, Lego Robotics and VEX Robotics. One of our VEX teams last year qualified for the National Robotics Finals in March, hosted in the NEC Birmingham which they went on to win, officially becoming UK National Champions. These achievements have really consolidated our status as a leading UK school for Robotics boasting a trophy cabinet and a budget made up of donations and sponsorships.



We promote online safety in the school via two big events: Anti-Bullying Week and Safer Internet Day. We want to ensure our students understand the importance of staying safe online and also how to ensure they conduct themselves appropriately online.

## Extra-curricular Activities and Visits

IT & Computing is a subject that prides itself in offering our students a wide range of out of class opportunities.



These include clubs, leadership responsibilities and educational visits, examples include:

### Digital Leaders

- Robotics Club (FLL Lego Robotics and VEX Robotics)
- International Robotics Visits
- Programming Club
- Raspberry-Pi Master classes
- After school and lunchtime catch-up sessions for our students in all year groups

The faculty is committed to supporting and extending students of all ability levels. We have incorporated a range of strategies for supporting our lower ability students and every opportunity is taken to extend the most able.



# CURRICULUM LEADER: IT AND COMPUTING



## JOB DESCRIPTION

Grade:	TLR
Responsible to:	Assistant Headteacher
Responsible for:	Faculty of IT & Computing

### Main responsibilities:

- To ensure that the team of staff in the faculty enables students to achieve at the highest possible level.
- To proactively plan, support and intervene to ensure the highest standards of teaching and learning and the wellbeing of staff and students.
- To be responsible for the leadership, management, performance and development of the faculty.
- To be accountable for the performance of the faculty to the Headteacher and the Governing Body of the school.

### Job Context:

You will act as a senior Middle Leader in the school, based in a faculty area which should be the focal point for your team. By leading your team effectively you will engender a positive team spirit and sense of collective responsibility for the students that you teach. You will be expected to contribute to the effective operation of the school as a whole, leading by example and supporting the school ethos. As a member of the Curriculum Leaders Group you will be able to contribute to the development of school policy, practice and systems; sharing good practice and promoting new ways of working. Your work will be supported by other non-teaching staff within the school by arrangement.

### How you do the job:

- To oversee the curriculum in terms of data tracking and relevant interventions and supporting staff to develop the curriculum.
- Lead and promote high expectations in student achievement, ensuring that effective strategies are in place for each student to achieve their best.
- Monitor standards in teaching, learning and assessment across the faculty through simple, shared systems. Ensure the effective and innovative delivery of the National Curriculum in your faculty, promoting high levels of student motivation and participation in lessons.
- Ensure that policies are consistently in place in every classroom to promote the tracking of student progress, and proactive intervention to maximise success for all.
- Evaluate the work and effectiveness of your team in raising student achievement through regular monitoring, frequent feedback and open channels of communication to ensure a tangible impact on teaching and learning.
- Lead faculty colleagues through consultation, in the writing of a Middle Leader's Report, which is referred to, reviewed and developed as the year progresses.
- Contribute, through the work of your faculty, to the Whole School Improvement Plan.
- Ensure that the staff in your team are aware of whole school and faculty aims, principles, targets and inclusion strategies, and that they are developed in each classroom with the students.
- Lead, encourage and support the innovation of teaching and learning methods that promote the academic and social development of students.
- Review and report annually on the standards of attainment, leadership, teaching and learning in your faculty area with the Headteacher and your 'leadership support' link from SLT.

- Support your team of staff, inducting new staff as necessary; inspiring and motivating them to achieve their best on behalf of the students.
- Oversee the faculty area ensuring that the environment promotes effective learning for all and is a stimulating place to work. Inform the Site Manager of any repairs or improvements necessary.
- Support, represent and communicate the views of your team in a whole school context.
- Conduct performance appraisal meetings and reviews with your team as arranged within the school 'web' structure, supporting their personal and professional development.
- Lead the work of subjects in your faculty in the context of the Welwyn and Hatfield 14 – 19 Consortium.
- Develop and promote links in the community, with other local schools and with outside agencies and local community groups and businesses as a way of developing learning for students in a broad and exciting context.
- Manage the faculty resources and budget in accordance with school policy and in consultation with your team.
- Ensure the smooth running of the faculty on a day to day basis, including the effective deployment of staff and resources and the operation of school policies and appropriate health and safety requirements and practices.
- Proactively support and enhance all strategies to positively promote the school; through liaison with parents, outside agencies and the community; and through school events, Open Evenings and Parent Teacher Surgeries.

### **Knowledge, experience and training.**

Curriculum Leaders should have the necessary experience and capabilities to be 'lead practitioners' within the school.

Your professional development and training will be met within the context of your needs and those of the school, and supported by your 'leadership support' partner from the SLT.

As a successful Curriculum Leader you will require excellent interpersonal skills and the ability to lead and manage through clear structures, effective two-way communication and the ability to inspire and motivate them to work as a team for the benefit of the students. You will be able to discuss, analyse, debate and formulate policy with other Middle leaders and with SLT. Your 'passion for learning' and team-working skills are central to the success of the role as are your understanding of students needs and of pedagogical issues. Above all your ability to work in an 'emotionally intelligent' way with staff and students, and to model the four principles of the school, will contribute to the wider success of the school as well as your team.

### **Additional information.**

All staff at Stanborough have a comprehensive package of support, training and performance management, giving scope for personal and professional development.

It is a requirement of all staff that they sign the ICT Acceptable Use Policy and all staff will be expected to attend Safeguarding and Prevent training.

*Whilst every effort has been made to explain the main responsibilities and duties of the post, each individual task to be undertaken will not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description. The job description is current to the date shown but, in consultation with you, it may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.*

March 2023

# Curriculum Leader: IT & Computing Person Specification

## Qualifications

Essential	Desirable
<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• First degree</li> <li>• Understanding of child safeguarding issues and successful measures that promote and ensure the safeguarding of children</li> <li>• Knowledge of current legislation, guidance and developments relating to the subject area</li> </ul>	<ul style="list-style-type: none"> <li>• Continuous on-going Continuous Professional Development</li> <li>• Willingness and desire to undertake further professional development and training</li> </ul>

## Knowledge and skills

Essential	Desirable
<ul style="list-style-type: none"> <li>• The ability to demonstrate good subject and curriculum knowledge</li> <li>• Successful experience in teaching IT &amp; Computing</li> <li>• The ability to manage behaviour effectively to ensure a good and safe learning environment</li> <li>• An understanding of the principles of good classroom management and planning</li> <li>• Ability to challenge and support all students to do their best</li> <li>• Holding positive values and attitudes and adopt high standards of behaviour in a professional role</li> <li>• An understanding of and commitment to equal opportunities for all students</li> <li>• Having an extensive knowledge and well informed understanding of a range of learning, teaching and behaviour management strategies</li> <li>• Leadership of key developments within an IT &amp; Computing faculty</li> <li>• The ability to manage and lead a team to achieve the best outcomes for students</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of recent initiatives and issues in education</li> <li>• Using IT as a curriculum tool to improve standards</li> <li>• Involvement in, and organisation of, wider school activities including extra-curricular activities</li> <li>• Having an extensive knowledge and well informed understanding of a range of learning, teaching and behaviour management strategies</li> <li>• Knowledge and evidence of curriculum development</li> </ul>

## Professional Attributes:

Essential	Desirable
<ul style="list-style-type: none"> <li>• Holding positive values and attributes and adopt high standards of behaviour in a professional role</li> <li>• An understanding of, and commitment to, equal opportunities for all students</li> <li>• Genuine commitment to high quality teaching</li> <li>• Developing, supporting and leading other members of staff</li> <li>• The ability to lead the department and its staff for the benefit of the students</li> </ul>	<ul style="list-style-type: none"> <li>• A willingness to participate actively in the life and work of the school to support its ethos and culture</li> </ul>

## Personal skills:

Essential	Desirable
<ul style="list-style-type: none"> <li>• Highly effective communication skills with both children and adults</li> <li>• Effective time management skills and an ability to meet deadlines and work under sustained pressure</li> <li>• Commitment to implementing whole school policies relating to the safeguarding of children</li> </ul>	<ul style="list-style-type: none"> <li>• Proven track record of successful teamwork</li> <li>• Raising standards in conjunction with other members of staff</li> </ul>

The above will be evidenced by a variety of means including: Application Form, Letter of application, References and Interview process



# How to apply and the Selection Process

**8<sup>th</sup> – 22<sup>nd</sup> March 2023**

## **Application Window**

A visit to the school before applying is encouraged.

**22<sup>nd</sup> March 2023 (9 a.m.)**

## **Deadline for applications**

Applications should be sent to  
**[recruitment@stanborough.herts.sch.uk](mailto:recruitment@stanborough.herts.sch.uk)**

All candidates will be contacted by email, both those shortlisted and those not successful.

**Week commencing 27<sup>th</sup> March  
2023**

## **Formal interview at the school**

