Morecambe Bay Academy
Job Application
Head of Computing

Welcome from the Headteacher

Dear Applicant,

I am writing to you on behalf of Morecambe Bay Academy, where I serve as Headteacher. I am thrilled to inform you that we are seeking to appoint an exceptional individual to the position of Head of Computing at our school.

As an Ofsted-rated "Good" school, we are on a continuous journey of school improvement, and we believe that the successful applicant for this role will play a crucial part in supporting our efforts. We are seeking a passionate and dedicated individual who shares our vision and values, and who is committed to helping our students reach their full potential.

In this role, you will have the opportunity to benefit from a range of professional development opportunities, including access to National Professional Qualifications (NPQs). This will not only enhance your own leadership potential but also contribute to the overall growth and development of our school community.

We believe that every student belongs, believes, and achieves, and we are committed to creating an inclusive and supportive environment where all can thrive.

Belong | Believe | Achieve

Visits to the school are welcomed and encouraged. Please email Mrs Georgina Milce gmilce@morecambebayacademy.co.uk to arrange to visit and tour the school.

Sincerely

Jen Pardoe
Headteacher

We are committed to safeguarding and promoting the welfare of children. We expect all staff to share this commitment. Appointments made are subject to satisfactory references and to an enhanced Disclosure and Barring Service check.

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Our Trust

The Trust was set up by Ripley St Thomas Church of England Academy in 2017. Ripley is a large Academy with over 1700 students, 400 of whom are in the Sixth Form. The Academy has been graded "Outstanding" in its last two Ofsted inspections. Ripley is a Teaching School and has its own SCITT (School Centred Initial Teaching Training), which was also graded "Outstanding" in 2017. It is also a National Support School.

In 2018 Carnforth High School joined the Trust family, who were then subsequently joined by Morecambe Bay Academy and Lancaster High School in 2019.

It has been very exciting to see the development of the Trust over the last eighteen months; we are now able to make a significant contribution to the education of young people in our local area. Our priority is to improve the quality of education in all our schools and so enhance the life chances of our young people. Equally importantly, we want to develop well-rounded and considerate students who will contribute to their local communities and make a positive difference wherever they are. An excellent education is about more than examination results!

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Morecambe Bay Academy

Our Vision and Values

Vision and values

Morecambe Bay Academy is where every student belongs, believes, and achieves.   We are a thriving community school with a rich history of excellence and big heart. We are dedicated to inspiring and transforming the lives of our students.

Through relentlessly high expectations, excellent teaching, unwavering support, and a culture of hard work and independence, we empower our students to dream big, pursue academic and personal excellence, and make a lasting positive impact on the world around them.   At Morecambe Bay, our students find joy in their regular accomplishments, build lasting friendships, and develop into kind, resilient, and compassionate individuals who are proud to call this school their own.

Belong
We are kind and compassionate
We are respectful
We are honest and trustworthy

Believe
We seek out new challenges
We are resilient and determined
We have high aspirations

Achieve
We work hard
We pursue excellence
We persevere

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Morecambe Bay Academy

Job Description

JOB DESCRIPTION: Head of Computing

RESPONSIBLE TO: Headteacher

GRADE: MPS/UPS + TLR2b

Closing Date: **9am Monday 13 April 2026**

Interviews: W/C 13 April 2026

Start Date: 01 September 2026

Job Purpose:

To play a key role in raising standards across the academy through strategic leadership of the Computing department at the academy.

Role of the teacher

All staff are expected to model the following values, behaviours and attitudes:

- Putting pupils first and being positive about young people
- Committing fully to the safeguarding of pupils
- Having a commitment to excellence and high standards in everything we do
- Having, and communicating, the highest expectations of young people academically and personally
- Having a commitment to social justice and equality of opportunity
- Being committed to ethical behaviour: demonstrating integrity, honesty, resilience, professionalism, kindness and humility
- Behaving in a professional manner with staff and pupils at all times, treating all members of the school community with dignity and respect
- Contributing to the overall aims of the school by complying with and implementing school policies and by working collaboratively as part of pastoral and academic teams.
- A willingness to contribute to school life beyond the curriculum

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Job Description

To be effective in the classroom, all teachers are expected:

- To be accountable for pupil progress in the classes they are responsible for
- To have a secure knowledge and understanding of the relevant curriculum area and to keep up to date with current developments
- To plan and teach challenging, well-organised lessons and sequences of lessons across the age and ability range in line with our Teaching and Learning Policy
- To maintain the highest standards of pupil behaviour and conduct both inside and outside of the classroom and to follow the Behaviour Policy
- To encourage resilience and hard work amongst pupils
- To keep up to date with the assessment requirements for the subjects taught, including those relating to public examinations
- To use both school and national data to evaluate the effectiveness of teaching, to monitor progress and to raise attainment
- To use assessment and prior attainment as part of teaching to diagnose pupils' needs, set realistic and challenging targets for improvement and plan future teaching
- To set and mark homework and to give feedback which is meaningful, in line with school policy
- To contribute to the work of the department , teaching materials and schemes of learning

To develop professionally, all teachers are expected:

- To be reflective practitioners and engage with further research and reading to inform and improve teaching
- To receive and act on feedback to build on strengths and improve performance
- To take ownership of their own professional development, engaging in professional development activities as appropriate to the teacher's career stage
- To contribute to the professional development of others as appropriate to the teacher's own career stage
- To develop knowledge and understanding of technology to support teaching
- To keep up to date on current teaching, learning and behaviour management strategies and know how to adapt them, including how to personalise learning to provide opportunities for all learners to achieve their potential

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Job Description

To manage young people effectively, all teachers are expected:
- To understand how young people develop and to make effective personalised provision for children with specific learning needs including higher prior attaining pupils
- To act in the capacity of a Progress Tutor.
- To manage pupils' behaviour constructively by establishing and maintaining a clear and positive framework for discipline, in line with the school's behaviour policy
- To promote the self-control and independence of pupils through a range of behaviour management strategies and through developing pupils' social, emotional and behavioural skills
- To know how to identify potential safeguarding issues and follow

To provide the best possible learning environment, all teachers are   expected:
- To establish a purposeful and safe learning environment which enhances learning
- To be responsible for the safety of those working in the classroom; this includes ensuring that the room is free from clutter and untidy storage, that faults are reported according to procedures laid down; in the case of teachers of practical subjects, this includes awareness of the dangers of equipment and material being used, availability of first aid materials, and knowledge of procedures in case of accidents

Safeguarding:

Morecambe Bay Academy is committed to the safeguarding and promotion of the welfare of all children and young people in our care. All staff have a key role and responsibility in this area and will be subject to an Enhanced Disclosure check.

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Job Description

Key accountabilities (and specific duties / responsibilities):

Individual roles and responsibilities are assigned below; however, the academy exists as an entity and to ensure effectiveness it will be crucial to understand that all areas of work and responsibility are interrelated and interdependent. Members of the academy leadership have an overarching duty to work closely with other colleagues and not be independent of them.

Head of Department General Responsibilities

- Leading and managing new initiatives in the department
- Monitoring and evaluating the quality of teaching and learning through observation, pupil voice, work scrutiny and analysis of results
- Taking a leading role in improving the standard of teaching and learning in the Department
- Providing work for the classes of absent colleagues

Exact areas of responsibility to be decided based on the strengths of the successful applicant to this acting position

Other duties

- To ensure that GDPR principles are applied in all areas of work.
- To work flexibly as part of the team to meet any emergencies that may arise

It is the Academy's intention that this job description is seen as a guide to the major areas and duties for which the postholder is accountable. However, this may change and the post holder's obligations will vary and develop. The post holder is required to perform other reasonable duties which are assigned from time to time. The job description should be seen as a guide and not as a permanent, definitive and exhaustive statement.

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Person Specification

	Essential	Desirable
Qualifications	• Qualified Teacher Status • Degree at 2:2 or above in a computing or related subject • Professional Development: Relevant and recent in-service training	• NPQML, OTP or similar recognised qualification
Relevant Experience	Specific experience in leadership and management • Experience of leading improvement initiatives • Evidence of improving outcomes Teaching Experience • Evidence of successful teaching in the secondary sector • Experience of teaching KS3 -KS4 • Involvement in extra curricular activities	Specific experience in leadership and management • Experience of leading and managing others • Leadership experience in a computing Department • Experience of holding staff to account • Experience of developing others Teaching Experience • Experience of teaching KS5 • Experience of teaching in more than one school • Experience of teaching Business

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Person Specification

Knowledge	• The Computing curriculum • 11 – 18 • Issues relating to literacy and numeracy across the curriculum • The principles of effective teaching and assessment • Current educational issues • Knowledge and use of ICT in schools • Improving outcomes with different pupil groups: DP, HPA etc	• Strategic planning for school improvement
Skills	• Inspire, challenge, motivate and empower others to carry the vision forward • Lead by example, showing integrity, resilience and courage • Demonstrate personal enthusiasm and commitment to the leadership process • Build and maintain effective relationships including holding others to account • Prioritise, plan and organise themselves and others • Think creatively to anticipate and solve problems • Listen to and reflect on feedback • Develop effective teamwork	

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