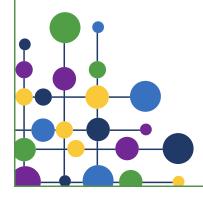# Royds Hall a SHARE Academy

Head of Computing

Application Pack

Welcome from the CEO
Academic Year 2020 /2021

Dear Applicant,

Thank you for taking an interest in the vacancy based at Royds Hall Academy. I hope the materials enclosed in this pack give you a good sense of what makes the Trust a special place to work and provides the information you need about the post.

Our belief in "Valuing People, Supporting Personal Best" means we are committed to investing in our staff. In providing support alongside an extensive continued professional development package to achieve the highest standards across the board. Wellbeing for staff and students is key in everything we do and provides a supportive, happy and healthy environment to work and thrive in.

Please read the details of the role and the academy below. Please do not hesitate to contact us if you need additional advice or information.

Yours faithfully,

John McNally
CEO

SHARE Multi-Academy Trust is a charitable trust currently consisting of three secondary and five primary academies in West Yorkshire. Our academies are: Shelley College, Huddersfield; Royds Hall Academy, Huddersfield; Thornhill Community Academy, Dewsbury; Heaton Avenue Primary Academy, Cleckheaton; Millbridge Primary Academy, Liversedge; Woodside Green Primary Academy, Cowlersley; Lily Park Primary Academy, Huddersfield and Luck Lane Primary Academy, Huddersfield.

We believe in helping staff and students achieve their personal best and are keen to recruit the very best talent to our Trust. As well as being part of the Trust, some of our schools are National Support Schools and National Teaching Schools and as such, we can offer our staff a wealth of career development opportunities and the support you need to enjoy your role.

More than six hundred people work hard across the Trust to ensure we provide the very best education and service across all our schools.

At SHARE MAT, we aim to:-

- Encourage all our students/pupils to go beyond what they think they can achieve, to enjoy learning, helping them to lead healthy and happy lives;
- Equip our staff to deliver their best every day, our belief is that by Valuing People, Supporting Personal Best is the key;
- Ensure our staff are happy at work, taking pride in students/pupils progress and development;
- Deliver training and guidance relevant to job role so expectations are understood and staff feel motivated;
- Offer great benefits making us the employer of choice, including outstanding CPD, supportive line management and networking opportunities across the MAT to aid personal development.

If you share our passion for challenging, improving and making our schools the best they can be, we'd love to hear from you.

Information about Royds Hall

We are part of the SHARE Multi-academy trust and Green Light Teaching Alliance. This means we can offer the successful candidate access to a fantastic support network, CPD and opportunities to develop practice across the trust.
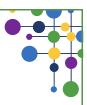
We are a school which has an innovative curriculum that allows staff the flexibility to create an inspiring, exciting learning journey for all our pupils/students enabling them to develop into active citizens of the future, empowered to make their best contribution to society.

The Curriculum is developed in a thematic and practical way that engages both our employees and children/young people. We seek ways to make our curriculum even more interesting every year. Lessons are expected to be fascinating, engaging, exhilarating, and demand that pupils/students think for themselves whilst ensuring pupils/students see a purpose to their work. A wide range of learning styles are used ensuring personalised learning is at the heart of what we do.

The teams include teachers and support staff, all of whom work together to deliver the agreed curriculum to the children/young people. Together they assess pupils/student progress and achievement to ensure each learner's self -confidence and self -esteem rise quickly, developing their thirst for learning

We can offer a strong team spirit and very high staff morale, which has created an open and supportive environment where staff can be innovative in accelerating pupils/students learning.

SHARE Multi-Academy Trust

Head of Computing
Role Profile

Role Title	Head of Computing/Creative Imedia	Reporting to	SLT Link
Section	Royds Hall		
Contract type	Permanent	Grade / Salary	MPS/UPS + TLR 1a

Part A – JOB DESCRIPTION

Overall purpose of role	As the Head of Computing and ICT you will be required to meet the general requirements of this post, as specified in the School Teachers' Pay and Conditions Document. The post will require you to lead the Computing and ICT team to ensure that all learners are making strong progress overtime. This will involve developing, training staff and delivering an innovative and appropriate curricular. You will also monitor the effectiveness of the subjects through quality assurance and use the information gathered to monitor and evaluate the quality of the department, sharing best practice and develop plans to address any areas of weakness.
Safeguarding Requirements	This post requires the post holder to work in settings with children and young adults. Any employment offer is therefore subject to the results of an Enhanced Disclosure from the Disclosure and Barring Service (DBS). People who may have contact with younger children (i.e. primary school age) are also required to complete a declaration about family or other members of their household.

Key Outputs
1. Help to develop a culture in which every student is valued, encouraged and supported;
2. Develop a clear vision and strategy for the Computing and ICT department, rooted in the aims and values of the school, and developed in consultation with the whole community;
3. Communicate strategies and expectations effectively to all parties;
4. Evaluate own performance and undertake professional development to help achieve the highest possible standards in the role;
5. Monitor and evaluate all aspects of the quality of provision in Computing and ICT particularly teaching and learning;
6. Line manage other teachers in the faculty, undertaking performance management reviews.
7. To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students' and support a designated department or curriculum/subject area as appropriate.
8. To monitor and support the overall progress and development of students as a teacher and form tutor, setting students individual improvement goals as appropriate.
9. To foster a love of learning and ensure that students are knowing and remembering more.

10. To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
11. To contribute to raising standards or student achievement and attainment.
12. To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.
13. To promote and actively support the school's responsibilities towards safeguarding.
14. To prepare and regularly update subject materials.
15. To ensure that ICT, Literacy, Numeracy and subject specialism(s) are reflected in the teaching and learning experience of students.
16. To set regular, relevant and challenging homework tasks.
17. To teach students according to their educational needs, including the setting and marking of work to be carried out by students in school and elsewhere.
18. To maintain discipline in accordance with the school's procedures and to encourage good practice with regard to punctuality, behaviour standards of work and homework.
19. To ensure the learning needs of individual students are met, particularly vulnerable groups, such as those with SEN, disabilities or disadvantages students.
20. Where necessary, to liaise with parents and others to support students.
21. To provide regular, high quality feedback to students that supports future learning and progress.
22. To undertake assessment of students as requested by external examination bodies, departmental and school procedures.
23. To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
24. To use the outcomes of on-going assessment to help shape future planning.
25. To self-evaluate and undertake professional development to help achieve the highest possible standards in role.
26. To reward and celebrate students' success.
27. To attend meeting and complete additional admininstration tasks as required by the role.
28. To undertake any other duties associated with the role, as may be decided by the senior leadership team/Headteacher.

Dimensions *(Financial/Statistical/Mandates/Constraints/No. of direct reports)*

- Range of Teachers – approximately 55 across the whole school.
- Range of Students approximately 850.
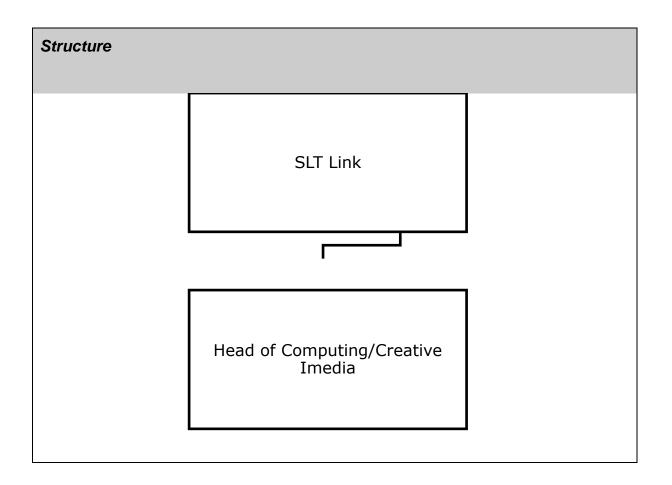- Number of direct reports, normally 0

Work/Business contacts

Internal: All teachers and support staff to advise how effectively to support students to achieve their Personal Best.

External: Parents and Families, Examinations Boards.

Expertise in Role Required (At selection - Level 1)	Essential or Desirable
• Qualified Teacher Status	Essential
• Degree or equivalent	Essential
• Evidence of continuing professional development and a willingness to undertake further development as appropriate	Essential

• Able to teach to a high standard	Essential
• Successful experience or the ability to teach Computing and Creative Imedia at GCSE	Essential
• Successful experience or the ability to teach Computing at KS3	Essential
• Evidence of coaching, mentoring or subject leadership	Desirable
• Knowledge of innovative teaching and learning strategies	Desirable
• Highly competent in ICT and the use of computers	Desirable
• Excellent communication skills	Essential
• Excellent behaviour management skills	Essential
• A willingness to be fully involved in the wider life of Royds Hall, including extra-curricular activities.	Desirable
Other (Physical, mobility, local conditions)	
• Good role model in terms of promoting the Trust aims & values, together with professional standards for teachers and leaders.	Essential
• Is willing to work flexibly within scope of overall hours, e.g. evening meetings.	Essential

Structure

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        │                     │
        │  Head of Computing/ │
        │   Creative Imedia   │
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Signatures

Approved by : CEO

Approved by : Post Holder/or Representative