



Head of ICT & Computing Application Pack

Application Forms

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Head of ICT & Computing
Start Date: September 2023
MPS/UPS/Level plus London Fringe Allowance
TLR2c - £7027pa
Closing Date: Monday 30th January 2023 at 9.00am
We welcome early applications

Would you like to join a popular, oversubscribed school with excellent state of the art facilities?

We are looking for a well-qualified and talented Head of Computing to provide a stimulating and dynamic environment for our students. The successful candidate will need to lead the department in fostering a love of their subject through enthusiasm, expertise and excellent leadership. They will be committed to the opportunities Computing can provide and be keen to explore these both within and beyond the classroom.

Our Computing team offers popular qualifications across Key Stages 4 and 5, including ICT and Computer Science. Please click [here](#) for further information about the department.

Furze Platt is a highly successful and inclusive mixed comprehensive school serving the children of Maidenhead. At Furze Platt, 1500 students of all abilities develop the skills and qualities to enable them to excel in the future. We are an ambitious, high-achieving and fully inclusive school in which our students are challenged and supported to achieve excellence. We are well placed for access, with good transport links to and from London and surrounding counties. Our school is very well resourced and equipped with many new facilities benefiting students and staff. These include a state-of-the-art theatre, gym, fitness suite and a new three-storey teaching block incorporating science laboratories and classrooms. We are also rolling out our Laptops for Learning initiative to ensure all students are equipped with a laptop.

We want our students to enjoy the time they spend with us by providing an education which is broad, stimulating and rewarding. We encourage all our staff to offer enrichment opportunities with over 50 clubs and societies being offered each term. We are proud of this range of extra-curricular opportunities including Duke of Edinburgh, ski and theatre trips, visits overseas to enhance language skills and historical knowledge and many others.

We offer a friendly and harmonious campus atmosphere, with a Senior Leadership Team who genuinely want to see you succeed and develop. Career opportunities allow you to grow professionally within Furze Platt. Furze Platt is the lead school for Teach Maidenhead, a teacher training partnership which offers School Direct teacher training giving staff the opportunity to develop their mentoring skills.

We are keen to ensure that we support the physical and mental wellbeing of our staff. Discounted membership is available for the use of a fully equipped and well-maintained gym on-site. Staff are provided with a laptop and many have their own classrooms. We offer access to an employee advice service (Care First) which provides information, helpful resources, and a counselling service. We encourage community spirit and staff involvement through various social events, recent ones being our Christmas Party, "tea on the terrace" in the summer term, an orienteering event, murder mystery and cooking competitions, sports after school and a Furze Platt fantasy football league. Student and staff nominations, as well as Long Service Awards, recognise colleagues' contributions to our school. We have free parking on site and we also ensure that freshly brewed coffee is ready for you during break-time with edible treats to help you through the week!

Interested applicants are welcome to talk to Mrs Debbie Harding, HR Manager debbie.harding@furzeplatt.net about this post, or to visit the school. To learn more about our school and to complete an application form please refer to the vacancies section of our website www.furzeplatt.com . Please return completed application forms to kiran.smith@furzeplatt.net

Furze Platt Senior School is a sponsor license holder which means we can sponsor foreign workers to come and work in the UK. We are therefore able to consider applications from fully qualified and overseas trained teachers who are in the process of applying for UK QTS or can apply with effect from 1st February 2023.

Furze Platt Senior School is committed to safeguarding and promoting the welfare of children and young people and we expect all staff to share this commitment. This post is subject to an enhanced disclosure via the Disclosure and Barring Service.

Dear Candidate,

Thank you for your interest in this post. I hope you find the information provided useful and look forward to receiving your application.

Furze Platt Senior School is an extremely rewarding school in which to work. Our school culture is based on our ACHIEVE values. Relationships are a strength of our school with students and staff wanting to work with and for each other.

'Pupils are friendly, courteous and polite. They say that they are happy and that they feel safe. Pupils' relationships are shaped by the ACHIEVE values of the school, which stands for 'Ambitious, Collaborative, Happy, Integrity, Endurance, Versatility, Excellence'. Pupils behave well in lessons and around the school.'
Ofsted 2021

We are a highly inclusive, comprehensive and local school with virtually all students living within walking or cycling distance. As the largest school in Maidenhead we are able to offer our students a wealth of options within and beyond the classroom. Similarly, our staff have a wide range of CPD and promotion opportunities.

We are keen to encourage every child to ACHIEVE *their* excellence whether that be a highly academic place at Oxbridge, a more vocational route or one of the many other pathways open to them. By offering opportunities throughout their school careers, we ensure students are not just well-qualified but mature young adults who we are proud to know.

Furze Platt Senior School was rated 'Good' by Ofsted in our most recent inspection (November 2021). We have nearly 180 caring, committed and good humoured teaching and support staff together with an oversubscribed school population of approaching 1500 students. This is a school where staff and students work together to achieve high standards and excellent outcomes.

Our student body is taken from the town of Maidenhead, 30 miles west of London, and from other parts of Berkshire and Buckinghamshire. Whilst overall the area is affluent, ours is a truly comprehensive school, with students from all social, economic and ethnic backgrounds. The school is popular and well regarded in the local community. Parents and carers are supportive, seeking to work with us to support their children.

'School leaders are ambitious for the school. They enjoy positive relationships with the rest of the staff and work with them to ensure the success of the school. Teachers are grateful for the support offered in terms of induction and the consideration given to their workload.' Ofsted 2021

Our Tutor Group system emphasises our sense of community and is the basis for our pastoral care and support. Our four Houses offer friendly competition and camaraderie across the school. We have a specialist unit for students with autistic spectrum disorder and provide excellent support for those with academic or emotional difficulties.

Our curriculum is broad and balanced and aims to meet the differing needs of students. Students follow the National Curriculum at Key Stage 3 including learning two modern foreign languages. Towards the end of Key Stage 3 students are supported with the selection of their GCSE options and the school works hard to ensure every student is able to study the subjects they have chosen.

Our Key Stage 4 curriculum provides an appropriate mix of GCSE subjects including English Language and English Literature, Maths and Single Sciences, Humanities, Languages, Art, Drama, Music, Technology, Computing, Business, Psychology and Philosophy and Religion. Students can also opt for more vocational subjects such as Creative iMedia, Travel and Tourism and Child Development. Standards are very high; students make good progress and many departments have results above the national average.

The Sixth Form is an undoubted strength of Furze Platt Senior, with around 300 students. The broad curriculum offer and high standard of teaching has led to excellent examination results. A very large number of sixth formers progress to highly rated apprenticeships and university. Sixth Form students are also expected to undertake community work in or out of school, including paired reading and maths schemes, and acting as subject prefects or mentors. They make a significant contribution to the school.

'Behaviour is calm around the school site and conducive to learning in lessons. Interactions are courteous and respectful. Teachers quickly pick up any inappropriate behaviour. Behaviour in the sixth form is exemplary. Sixth-form students are good role models for the rest of the school.'

Ofsted 2021

We also believe passionately in music, drama, the arts and sport, and have some excellent facilities to support these including a Dance studio, two state of the art Drama studios, a professional recording studio, practice rooms and a recent addition of a gym and all-weather astro-turf. There are a large number of music and drama productions, along with recreational and competitive sport.

In recent years we have opened a new English and Science block, along with a new 400 seat state-of-the-art Theatre. We invest in our staff, facilities and resources enabling our students to benefit from the great opportunities we have to offer.

We have a strong team of teaching staff and are committed to developing our teaching to ensure that even more students reach their full potential. To this end, we invest heavily in teachers' professional development. Staff are encouraged to pursue their interests in all aspects of pedagogy and benefit from staff coaching. Staff attend a range of internal and external courses, and we encourage staff to visit other schools to see examples of best practice.

Furze Platt Senior School is an exciting school in which to work. I hope that the information in this pack inspires you to apply to work with us. Should you require any further information, then please visit our website (www.furzeplatt.com) or contact me via my P.A. Mrs Jacky Phillips email jacky.phillips@furzeplatt.net.

With best wishes

Dr Andrew J Morrison (BA Hons, PGCE, MA, PhD)
Headteacher

Head of Department: Job Description

The role of Heads of Department is crucial. They provide professional leadership and management of their subject areas to secure high quality teaching, effective use of resources and ongoing development of learning and achievement for all students. This job description is to be used in conjunction with the Professional Standards for Teachers and the Leadership Standards, along with the generic Furze Platt teacher job description. The postholder is subject to the conditions of employment for teachers contained in the School Teachers' Pay and Conditions Document (STPCD).

Responsibilities

Strategic Direction and Development of the Subject

- Lead of curriculum vision, development and delivery
- Develop, publicise, implement and realise a vision for Head of ICT & Computing in harmony with the school's values and vision, and represent the school and department positively, including at Open Evenings and other publicity events.
- Establish, implement and evaluate departmental policies in harmony with whole school policies on areas such as teaching and learning, homework and marking and assessment
- Evaluate departmental performance
- Set and monitor priorities for improvement
- Communicate, co-operate and collaborate with other departments, including sharing good practice
- Take a proactive approach to own professional development, be aware of national changes and developments in the subject, and forge links with other practitioners

Teaching and Learning

- Develop an exciting and stimulating curriculum for all students, ensuring that statutory regulations, National Curriculum and Awarding Body requirements are met, and that students are motivated, stretched and challenged as they progress through our school
- Ensure a wide range of enrichment opportunities expand and extend the curriculum
- Maximise and take responsibility for the achievement of students within the department
- Maintain a positive learning environment across the department, using departmental and school behaviour management procedures as appropriate
- Act as a positive role model at all times and develop and maintain high standards for teaching and learning within the department
- Ensure that appropriate schemes of learning, in harmony with the Learning Policy, exist for all year groups and subjects and are kept under review
- Ensure that home learning is set and that work is marked, in accordance with the school and departmental home learning, marking and assessment policies
- Ensure the efficient and consistent setting of internal tests, assessments and examinations
- Monitor and evaluate teaching and learning through examination results, internal data analysis, lesson observation, feedback from students and other appropriate methods
- Identify underachievement and implement appropriate teaching and intervention strategies
- Ensure appropriate grouping arrangements exist, enabling all students to feel academically and emotionally secure, and to be supported, stretched and challenged.

- Ensure the professional development of colleagues through induction, individual coaching, departmental training, whole school opportunities and external courses, with extra support for ECTs where appropriate

Leading and Managing

- Promote positively the school's values and vision, and whole school policies and initiatives
- Maintain a positive atmosphere in the department which enables all staff to show enthusiasm towards the subject and confidence in teaching it
- Conduct and minute regular departmental meetings, focusing on the learning and achievement of students
- Work with the SLT link via line management meetings and other meetings, and inform the SLT link of any issues or concerns within the department
- Contribute to whole school discussions and decisions through middle leader meetings and other consultative forums
- Ensure that departmental staff report accurately and positively to parents via data, email, telephone and parents' evening consultations
- Liaise with the Student Services Manager regarding examination entries and requirements
- Ensure that adequate cover work is set where staff are absent
- Oversee the line management performance management of teachers in the department
- Work with and supervise support staff, including performance management where appropriate
- Show support and concern for the welfare and wellbeing of staff in the department including sickness and absence management

Efficient and effective deployment of Resources

- Work with the Deputy Headteacher in creating the departmental timetable, ensuring the optimum deployment of staff and rooms
- Effectively manage the departmental budget and prepare capitation and other bids
- Ensure all schemes of learning are appropriately resourced and that resources are stored securely and are well looked after
- Ensure that rooms, furniture, equipment, wall displays etc are maintained to a high standard to create an effective and stimulating teaching and learning environment
- Keep an inventory of equipment and work with the School Estate Manager to ensure that all rooms and equipment are risk assessed and are compliant with Health and Safety regulations
- Manage the issue and return of student books and other resources
- Liaise with the Librarian over book orders and library requirements for the subject
- Work with the Headteacher on the appointment of new staff, including selection of candidates, devising of interview questions, marking exercises and other recruitment activities

No job description can be fully comprehensive, and this is, therefore, subject to review and modification, as necessary

December 2022

Postholder:

Responsible to:

Date:

Head of Department Person Specification

Requirement	Essential?	Desirable?	Shown through? A = application I = interview R = reference
QTS and eligibility to work in UK	✓		A, I
Overseas trained teacher holding or applying for UK QTS https://apply-for-qts-in-england.education.gov.uk/eligibility/start with effect from 1st February 2023	✓		A, I
Evidence of continuing professional development	✓		A, I
Understanding and support for the values and visions of the school	✓		A, I
An outstanding practitioner capable of engaging students and generating high student outcomes	✓		A, I, R
Ability to teach ICT & Computing from Key Stage 3 to Key Stage 5	✓		A, I, R
A clear vision of what constitutes outstanding Computing provision and how to achieve it	✓		A, I, R
The ability to use learning technologies effectively and innovatively	✓		A, I, R
A strong, thoughtful and reflective leader	✓		A, I
Ability to lead on teaching and learning across the department and effect change	✓		A, I
Leadership experience or leadership professional development	✓		A, I
Committed to leading enrichment and the provision of extra-curricular activities	✓		A, I
An outstanding team player	✓		A, I, R
Excellent interpersonal skills	✓		A, I
Good organisational skills	✓		A, I
Strong oral and written communication skills	✓		A, I

Flexibility	✓		A, I
Patience	✓		A, I