**Aspiration
Respect
Endeavour**

Alderton Hill, Loughton, Essex IG10 3JA
t: 020 8508 1173 e: office@rodingvalley.net
www.rodingvalley.net

Headteacher: Mr D Charlton
Chief Executive Officer: Mr P Banks

Roding Valley
HIGH SCHOOL

Post:	**Teacher of Computer Science**
Responsible to:	**Head of Faculty**
Responsible for:	**Delivery of specialist subject/s to assigned classes**
Grade/Pay Range:	**MPS/UPS**

The Business Studies, Economics, Computer Science, IT and Media Faculty is a large and successful team that is constantly developing ways to enhance the learning experience of the students. The staff are very supportive of each other and regularly share good practice and resources. The team benefits from the strong leadership of the experienced and successful Head of Faculty.

We are passionate about Teaching & Learning - our teachers employ evidence-informed practice alongside the newest ideas such as AI for planning and adapting the curriculum.

Computer Science is popular at this school, where students take advantage of specialist teaching at sixth form and many students lower down the school participate in extracurricular activities.

Facilities and Resources
The school provides outstanding facilities for teaching these subjects. There are five dedicated computer rooms along with two specialist Media classrooms. The faculty has a central office with space for the team to work collaboratively.

All members of staff have laptops that can connect to the school intranet and the internet from any laboratory. Every room also has a Prowise Board. The faculty has comprehensive schemes of learning in place that develop the skills of students on their 7-year journey through the school.
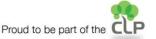
Line of responsibility

The teacher is directly responsible to the Head of Faculty on curriculum matters and the Heads of Years for pastoral issues.

Job purpose
The teacher makes education of their pupils their first concern and are accountable for achieving the highest possible standards in work and conduct. Teachers should stimulate interest in, encourage curiosity about and provide enjoyment from the study of this subject and encourage responsibility for students' own learning.

The basic duties of a teacher are outlined in the current Teaching Standards. The postholder shall maintain a good understanding of the whole school curriculum, teaching and learning, assessment and pastoral policies.

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Proud to be part of the CLP

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Job Description

Core responsibilities

Teaching:
- Plan work in accordance with departmental schemes of work, working collaboratively within the department which enables flexible and creative approaches to teaching
- Take account of students' prior levels of attainment and use them to set future targets and inform planning
- Set appropriate and challenging work for all students
- Maintain good discipline by following the Behaviour for Learning policies and procedures
- Ensure punctuality and establish a purposeful working atmosphere during all learning activities
- Ensure effective setting of homework and provide comprehensive feedback to students
- Identify and work appropriately with 'special educational needs', 'academically more able' and 'disadvantaged' students
- Set work when required for absent students

Assessment, recording and reporting:
- Keep accurate records of students' work in line with school's Assessment and Feedback policy
- Mark and return work set, including home learning within an agreed and reasonable time and in line with the school's Assessment and Feedback policies
- Use the school's marking scheme at all times; including guidance on literacy
- Attend parents' evenings as required and keep parents informed about their child's performance and future targets

Pastoral work (Form Tutor):
- Follow the character and culture programme as instructed by the Heads of Years or members of the Senior Leadership Team
- Being aware of the strengths and needs of each student
- Undertaking regular tutor reviews with students, providing advice as necessary on strategies to develop key skills and achieve examination targets in all subjects
- Monitoring and providing appropriate advice and guidance on individual student's progress in respect to attendance, homework, behaviour management and acceptable standards of conduct and appearance
- Promoting high standards of behaviour and attitudes to work within the group
- Promptly completing administrative tasks relating to the group
- Other tasks appropriate to the tutor role; including creating a positive form environment

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Post threshold teachers:

As a post threshold teacher, to act as a role model for teaching and learning, to make a distinctive contribution to raising standards across the school, to continue to develop their own expertise, provide a sustained and consistent collaborative contribution to the wider work of the school, either internally or outside the school, proactively seek, create and lead on opportunities that have a demonstrably positive impact on creating an outstanding learning environment, and provide regular coaching and mentoring to less experienced teachers.

General:

- The teacher will be part of the school's appraisal scheme. They will have an appraiser who will set agreed targets for the year. The appraiser will monitor and review performance, including classroom teaching. The school will support the continuing professional development of all staff, to ensure that their expertise is being kept up to date
- Update knowledge at a subject and national level by keeping up to date on research and inspection findings and other pedagogical information
- Keep ICT skills updated to ensure effective use of technology
- Demonstrate commitment to own professional development
- Demonstrate commitment to the extra-curricular life of the school
- Attend and contribute to Department, Faculty, Year team and staff meetings
- In relation to the school's development plan, contribute towards the goals and targets
- Maintain a professional interest in educational initiatives relevant to the teacher's subject(s)
- The post holder is required to support and encourage the school's ethos and its objectives, policies and procedures as agreed by the governing body/board of trustees
- To uphold the school's Staff Code of Conduct and policies in respect of child protection and safeguarding matters
- The post holder may be required to perform any other reasonable tasks commensurate with a teaching post and in line with the school's terms and conditions.

The Conditions for Employment of Schoolteachers (schedule 3) specify the general professional duties of teachers. These duties may be varied to meet the changing demands of the school at the reasonable discretion of the Headteacher. This job description does not form part of the conditions of employment – it describes the way in which the post holder is expected and required to perform.

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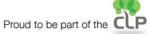
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PERSON SPECIFICATION
Teacher of Computer Science

JOB REQUIREMENTS	Essential	Desirable	Method of Assessment I/L/A*
Qualifications			
Qualified teacher status (or expected for a trainee)	✓		A
Degree or equivalent	✓		A
Evidence of recent and relevant professional development		✓	A/I
Experience			
Experience of successful Computer Science teaching at Key Stages 4 and 5		✓	A/I
Experience of successful BTEC IT teaching at Key Stage 4 and/or 5		✓	A/I
Experience of successful Computer Science teaching at Key Stage 3		✓	A/I
Skills, knowledge and Understanding			
Ability to communicate effectively at all levels.	✓		A/I
Efficient administrator	✓		A/I
Good interpersonal skills	✓		A/I
Good presentation skills	✓		A/I
Knowledge of KS4 and 5 Business Studies/Economics/BTEC Business curriculum and assessments	✓		I
Ability to use initiative and prioritise work	✓		A/I
Ability to work to deadlines	✓		A/I
Confident user of ICT	✓		I
Understanding of the importance of Quality Assurance measures, and of Quality Assurance indictors	✓		A/I

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Other Requirements			
Flexible approach to work	✓		A/I
Ability to work well as part of a team	✓		A/I
Ability to quickly gain the respect of all students and staff and foster appropriate relationships	✓		I
Committed to school ethos and direction	✓		I
Understanding of the implication of Equal Opportunities in English Education and Management	✓		I
Self-motivating	✓		I
Understanding of Safeguarding Procedures	✓		I
High standard of punctuality	✓		A
Commitment to be part of a community to make Roding Valley High School a truly great school	✓		I
A commitment to on-going personal development and willingness to undertake appropriate training	✓		I
Appointment to the post is subject to a satisfactory enhanced Disclosure and Barring scheme check	✓		

*I – Interview   L – Lesson   A - Application Form

"The School as an employer is committed to safeguarding and promoting the welfare of children and young people as its number one priority. This commitment to robust Recruitment, Selection and Induction procedures extends to organisations and services linked to the school on its behalf". (Ref: Safeguarding Children and Safer Recruitment in Education 2007).

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