APPLICATION PACK
Teacher Computing and ICT

May 2023

1. **About Priestley College**
2. **About the Post and How to Apply**
3. **Mandatory Questions to be Addressed**
4. **Job Description**
5. **Person Specification**

Please refer to all the documents listed above prior to completing your Application Form

About Priestley College

Priestley College is a founder member of The Challenge Academy Trust (TCAT) which currently consists of 9 schools and the College, working together to deliver a cohesive education pathway from primary through to sixth form.

We are an inclusive college with a consistent record of high achievement. We offer around 70 A-Level and Vocational courses and we are a college of several firsts.

The quality of education we provide in Science, Technology, Engineering and Maths was recognised when we became the first dedicated sixth form in the country to receive STEM-assured status.

In September 2020, Priestley was chosen to be among the first tranche of colleges to provide T-Levels. In the same year our rugby academy became the first in the UK to receive 'dual status' as both boys and girls were excelling.

In its most recent OFSTED report the College was praised by inspectors who said 'teachers ensure students develop the skills and knowledge they need to be successful in their qualifications and in their working life'.

In 2021 Priestley retained its matrix accreditation after an inspection found the quality of advice and guidance it provided met the internationally-recognised standard.

There are now over 2000 students at Priestley with the latest investment a £1.5M technology centre that boasts more than 200 computers. The Crescent Building has also been extended to provide extra café and study space whilst the Performing Arts facilities have been modernised. More than £15M has been invested in the campus since 1999 on projects including the Learning Resource Centre and an all-weather sports pitch.

Priestley's growth in numbers has also gone hand in hand with increasing the range and scope of provision as well as significant improvements in quality.

By responding to student demand and national curriculum development, we have been able to broaden the choice by offering new curriculum lines.

Priestley is not a college that stands still. All tutors and staff constantly look for ways to improve in order to make the biggest difference to the highest number of young people.

The College's goal will always be to inspire, challenge and support its students to ensure they reach their full potential.

About the Post and How to Apply
Teacher of Computing and ICT (ability to teach Business desirable)

Responsible to: The Head of Faculty

Post Details: Permanent, Part Time or Full-Time considered

Start Date: 24th August 2023, subject to successful pre-employment checks including a DBS check *or a check against the DBS Update Service if registered*

Contractual Terms: NJC Terms and Conditions for Teaching Staff in Sixth Form Colleges

Salary: Sixth Form Colleges' Salary Structure Main Teaching Scale (up to £44,256 per annum)

Pension Scheme: Teachers' Pension Scheme

Application Deadline: 12 noon 9th June 2023

Interviews: It is anticipated that interviews will be held week commencing 12th June 2023

How to Apply:

The application form is in word format and ***should be downloaded to your pc and s*aved**, then completed electronically (CVs will not be accepted). It is important that you complete all relevant sections of the form accurately. If you require assistance in completing your application, or require information providing in a different format, please contact HR. You are reminded that providing false information is an offence and could result in your application being rejected or summary dismissal if you are later selected and possibly referred to the police.

Your application should be returned to hr@priestley.ac.uk or in hard copy format by hand, or posted to: **HR Department, Priestley College Loushers Lane, Warrington WA4 6RD.** Incomplete applications will not be accepted.

Safeguarding and Safer Recruitment in Education
The College is committed to safeguarding and promoting the welfare of children and young people, and expects all staff, governors and volunteers to share this commitment. Our Safeguarding Policy and our DBS and Ex-Offenders Policy (incorporating our Policy Statement on the Secure Storage, Handling, Use, Retention and Disposal of Disclosures and Disclosure Information) can be accessed on the link to our website, as given above.

As an organisation using the DBS (Disclosure and Barring Service) to help assess the suitability of applicants for positions of trust, Priestley College complies fully with the DBS Code of Practice. For information relating to the DBS please visit **www.gov.uk/government/organisations/disclosure-and-barring-service/about** and for information relating to the DBS Update Service visit **www.gov.uk/dbs-update-service** We also comply with our obligations under the Data Protection Act 1998.

The successful applicant will be required to obtain an Enhanced DBS certificate for the **Child Workforce** (which must be shared with the HR Department within 28 days of its issue) or if already registered with the Update Service, provide their certificate, and their registration number to enable the College to carry out an on-line

check. All information received will be treated in the strictest confidence and will not necessarily debar a candidate for consideration of appointment.

Equality and Diversity

The College as an Equal Opportunities employer aims to promote and maintain equality of opportunity as outlined in our Equal Opportunities Policy. We monitor the diversity of applicants. We would therefore ask you to support us in completing and returning our **Equal Opportunities Monitoring Form**. Information supplied will be treated in confidence and will only be used to assist our monitoring process. Applicants with a disability who meet the essential criteria will be guaranteed an interview.

Invitation to Interview

Applicants who are successful in being short-listed will be contacted by the HR Department by telephone and email and will be given details of interview arrangements. If you have not been contacted you should assume that unfortunately you have not been short-listed on this occasion. Applicants who require any special arrangements or adjustments should contact the HR Department prior to attendance at interview. Applicants declaring a disability will be contacted in order that, wherever possible, appropriate adjustments can be made to support them throughout the selection process.

Evidence of Identity

Applicants invited for interview will be required to produce at interview evidence of their identity, i.e. a current valid Passport, a current Driving Licence, and/or a Birth Certificate (issued at the time of birth, full or short form). In addition a document issued within the last 3 months which confirms your current address (e.g. bank/building society statement or a utility bill – a mobile telephone bill is not acceptable). Also required is a document confirming a Right to Work in the UK (if applicable).

In addition, applicants will be asked to provide evidence at interview of qualifications which are relevant to the post applied for. If certificates are not able to be provided at the interview stage, they must be provided by the successful applicant *prior* to taking up appointment.

References (Safeguarding Requirement)

If you are invited to attend for interview, the College will approach your referees prior to interview. One of your nominated referees must be of a professional nature (i.e. from your **current or most recent employer**). Referees should not both be from the same employer wherever possible. If you are not currently working with children or young people but have been employed in such a capacity previously we require one nominated referee from that employment.

Offer of Appointment

Any offer of employment with the College (TCAT) will be subject to mandatory pre-employment checks which will include a DBS check, satisfactory references, evidence of qualifications (e.g. teaching and professional certificates), proof of health and physical capacity to undertake the role (i.e. an occupational health check), and confirmation of the Right to Work in the UK (if applicable).

Mandatory Questions to be Addressed

In addition to completing the application form, the following should be addressed on a separate document (each in no more than 200 words):

- How would you expect to contribute to an inclusive College?

- Give an example of a strategy you use in your curriculum area to ensure that *all* students are continually stretched and challenged?

- Provide your last 3 years of examination results and indicate any contextual information (e.g. shared classes, ALPS scores). Please ignore this question if you are an NQT.

Job Description
Teacher of Computing and ICT

At Priestley College we value:

- Learning and the enjoyment of learning
- Each individual and their needs and aspirations
- Achievements and success which are both personal and academic
- Effort and endeavour to maximise a person's full potential
- Partnership based on respect and equality

The key purpose of the role is to ensure that all students receive from Priestley College the best possible learning opportunities related to realistic achievable learning goals.

Teachers at Priestley College make the education of their students their first concern and are accountable for achieving the highest possible standards in work and conduct. Teachers act with honesty and integrity; have strong subject knowledge; keep their knowledge and skills as teachers up-to-date and are self-critical; forge positive professional relationships; and work with parents/carers in the best interest of their students.

To this end a teacher must:

- Set high expectations which inspire, motivate and challenge students of all backgrounds
- Promote good progress and outcomes for all students
- Demonstrate strong subject and curriculum knowledge
- Plan and teach well-structured lessons
- Adapt teaching to respond to the strengths and needs of all students
- Make accurate and productive use of assessment
- Manage behaviour effectively to ensure a good and safe learning environment

The Subject Tutor is accountable to the Head of Faculty

Key Outcomes of the Job:

- Healthy enrolment and retention of students, excellent student progress and destinations with achievement rates in specified learning goals.
- Students who are informed, who feel confident in their learning and who enjoy the experience of their subjects/courses/programmes at Priestley College.
- A welcoming, inclusive and learning-focused atmosphere in the college environment.
- Colleagues who feel that an appropriate contribution is made to the work of the team.

Teaching, Learning and Assessment:

- To be responsible for promoting and safeguarding the welfare of children and young persons.

- To manage and plan teaching and learning programmes for groups and individuals, assessing needs, identifying appropriate teaching and learning strategies and developing and using relevant resources.

- To monitor closely, assess the work and report the progress of individuals (including the use of relevant data to monitor progress, set targets, and plan subsequent lessons)

- To be responsible for the accurate and timely administration of all matters related to student and course management including ensuring the requirements of external agencies are met.

- To give students regular feedback, both orally and through accurate marking, and encourage students to respond to the feedback.

- To know when and how to differentiate appropriately, using approaches which enable students to be taught effectively

- Ensure equality and diversity are actively promoted and that any discrimination and bullying are tackled and that every opportunity is taken to diminish the difference in the progress and achievement rates for identified cohorts

Other Specific Duties:

- To seek out and take part in appropriate training opportunities as part of personal professional development and in response to the developmental needs of the College and of the programme area.

- To participate in course reviews/self-assessment in line with the College's Quality Assurance processes.

- To continually reflect upon and evaluate one's own performance, undertaking professional review in line with the College's Quality Assurance processes.

- To help market the subject/course/programme to prospective students of the College through such liaison and promotion activities as may be required.

- To contribute to the overall work of the subject/course/programme within the College, including open/interview events, field trips, enhancement programmes and extra-curricular activities as appropriate.

Communication:

- To ensure effective communication through the attendance at staff briefings, subject and faculty meetings as appropriate.

Person Specification
Teacher of Computing and ICT

All Staff must make a positive contribution to:
- The College's Safeguarding and Equality and Diversity practices
- The pursuit of excellence and the highest standards of quality in all aspects of College life
- Their own professional development, in accordance with the needs of the College
- Priestley College's Mission Statement

	Essential	Desirable	Identified by
Relevant Experience			
Experience of working in a relevant occupational area and/or successful experience of teaching.	✓		
Experience of teaching ICT - this could be as part of teaching practice	✓		
Relevant industrial experience		✓	
Experience of delivery and assessment of course work		✓	
Experience of teaching Business		✓	
Education and Training			
Good degree in computing, ICT or related area	✓		
Evidence of continuing professional development	✓		Application
Relevant teaching qualification	✓		
A profile of successful career/education development and/or Inset		✓	Interview
Knowledge and Abilities			
Excellent teacher with proven ability to motivate students of varied ability and to achieve good results	✓		References
Ability to contribute to delivery of the following topics in IT: - HTML/CSS - App Development - User Experience (UX) - Database Development - Cybersecurity and Incident Management - Use of Social Media in Business		✓	Certificates
Excellent organisational, administration and presentation skills	✓		
Able and willing to contribute to the College's activity/enhancement programmes		✓	
Experience of using a range of ICT and ability to use a range of technology in lessons to improve engagement and raise attainment	✓		
Proven ability to work to deadlines	✓		

Ability and willingness to contribute to our pastoral system	✓		
Outstanding/very good classroom practitioner	✓		

Personal Qualities			
			Application
Demonstrate a genuine commitment and passion for students' education and welfare	✓		
Self-motivated with the ability to work independently	✓		Interview
Team player with good communication and interpersonal skills	✓		
High expectations and resilience	✓		References
Enthusiasm, endless energy and dedication to task	✓		
A flexible approach to work	✓		Certificates
Reliable and efficient	✓		
Excellent attendance and punctuality	✓		
Able and willing to take responsibility	✓		
Safeguarding			
Suitable to work with children and young adults and/or vulnerable adults	✓		DBS Certificate
Willingness to apply for an Enhanced Disclosure and Barring Service (police) check (or to have a check undertaken against an existing DBS Certificate if registered for the DBS Update Service)	✓		