# Fulston Manor School

# Teacher of Computing/ICT

## Information for candidates

Starting Date: January 2026

*We reserve the right to withdraw the advertisement early and to interview candidates during the advertisement window; candidates are therefore encouraged to apply at their earliest convenience.*

# Introduction from the Headteacher

Dear Colleague

I am delighted that you are interested in a position at Fulston Manor School and, over the next few pages, would like to show you what you could expect from working with us at Fulston and what the surrounding area has got to offer.

We are a large non-selective school with an outstanding reputation for developing young people to make a positive contribution to their community. We are a very welcoming school that operates as a family with a strong sense of pastoral care linked to our house system. We have four houses (Cromer, Hales, Morrison and Stanhope) in Year 7 to 11 with vertical tutor groups in each house. This means small numbers of each Year Group in each Tutor Group have a dedicated tutor who they see every day.

The Sixth Form is a thriving environment for students Post 16 and we have outstanding facilities for students as well as excellent pastoral care and careers support to enable students to make the next steps into further education or employment.

We offer a wide curriculum from Year 7 which allows young people to excel in all areas, including the creative arts, and students are encouraged to develop a love of learning and engage with their studies fully.

The school ethos of “Everybody Matters, Everybody Succeeds, Everybody Helps” drives all that we do here to ensure our young people both achieve the best possible qualifications and also grow and develop their sense of self and their understanding of our world.

We have always believed that a child will only learn effectively when happy and, without losing sight of the need to secure the best possible qualifications, every effort is made to ensure that children are well cared for and given a huge range of opportunities, both inside and outside the classroom.

The crest of the school carries the Latin inscription “Artes Discant Amitiae”, which translates as “May they learn the art of friendship”. In the midst of all the pressures to succeed and the drive for achievement, we are most proud of the fact that we are a community which has never lost sight of the importance of positive human relationships and it is this, perhaps, above everything else that continues to ensure the enduring quality of the school.

**Mrs Susie Burden**
**Executive Headteacher**

# Fulston Manor Academies Trust

FMAT was formed by Fulston Manor School in 2013, three years after the school became a single academy in October 2010.

Fulston Manor itself has enjoyed, for many years, an excellent reputation, being heavily oversubscribed, attaining very high levels of academic achievement. An increasing involvement in school to school support and other collaborative ventures led to the school becoming a National Support School. The commitment to partnership working made the creation of a multi academy trust a logical step, providing a further way in which school improvement could be achieved.

Although Fulston Manor has supported schools right across Kent, participated in the delivery of national conferences and been involved in forging strong international links, when developing the multi academy group the intention was always to work with local schools in order to provide sustainable improvement and enhanced provision for young people across Swale. And so, together with our Sixth Form hub, we therefore welcomed South Avenue Primary School into the trust which fitted perfectly into the framework and ensured a solid foundation across all three phases of compulsory education.

South Avenue Primary School aims to ensure that the children will be happy, inspired, and eager to learn during their time spent at Primary school. The vision “We Discover, We Learn, We Grow” aims to make the child ready for a lifetime of learning.

Our partnership school offers a broad, balanced curriculum which takes account of each individual child’s needs and interests. Staff try to create a happy, caring community, which welcomes newcomers, and where each member, whether child or adult, is respected and where consideration of others is of prime importance. As with Fulston Manor it is felt that learning can only begin when children feel secure and happy.

# Our Vision and Values

## Our Shared Vision and Ethos

### Mission Statement

Fulston Manor Academies Trust's mission is to change for the better the lives and life chances of all members of our community. In order to achieve this we are committed to the achievement of rapid educational transformation across all our schools through the development of outstanding practice based upon sustainable collaboration.

### Vision

Fulston Manor Academies Trust's vision is of a community of outstanding schools in which all children are enabled to reach their potential through the provision of high quality education within a caring and supportive environment. The on-going professional development of all staff will ensure sustainability and assist in the creation of a culture of continued improvement within every Trust school.

### Ethos

Fulston Manor Academies Trust's ethos is encapsulated in the phrase, "Everybody matters, Everybody succeeds, Everybody helps". By involving everyone in ensuring that all are enabled to achieve, the Trust creates communities which share in the success of all when the highest of aspirational targets are set and met.

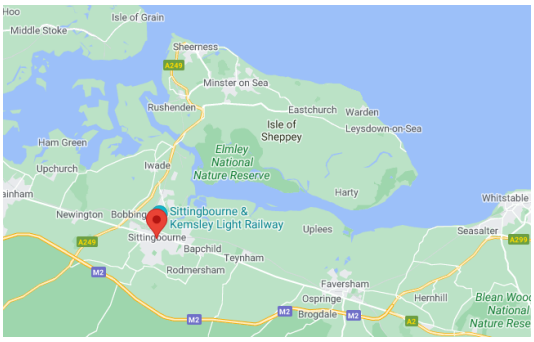
### Fulston Manor Values:

New for September 2023, our school values were introduced to help further enhance our mission to make Fulston Manor School a safe, welcoming and friendly place to learn. Developed in conjunction with our School Councils, School Governors and our Senior Leadership Team, these collaborative values celebrate all that is best about the Fulston Family.

We embed these integral values into every part of Fulston Family life, from having high ambitions of both our students and staff, showing fortitude and integrity in the classroom, around our site and in our wider community, to being mindful of each and every member of our community and embracing and celebrating our differences.

When applied together and with relentless consistency, we really can help shape great young citizens, not just for the Fulston Family but for our wider community, too.

# Sittingbourne, Faversham and the Isle of Sheppey

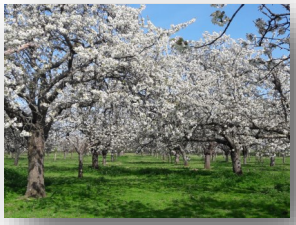



**Swale** is a local government district with borough status in Kent and is bounded by Medway to the west, Canterbury to the east, Ashford to the south and Maidstone to the south west. Swale Borough Council is based in Sittingbourne. The district is named after the narrow channel called The Swale, that separates the mainland of Kent from the Isle of Sheppey, and which occupies the central part of the district.

Most of the southern half of the Borough lies within the Kent Downs Area of Outstanding Natural Beauty, whilst Sittingbourne and the Isle of Sheppey forms the concluding part of the Thames Gateway growth area.

There are five towns in the borough: Sittingbourne and Faversham on the mainland, and Sheerness, Minster and Queenborough on the Isle of Sheppey.

Swale is a mainly rural borough, containing a high proportion of the UK's apple, pear, cherry and plum orchards as well as many of its remaining hop gardens. Faversham, a medieval market town, is also home to Britain's oldest brewers, Shepherd Neame.



Sittingbourne owes its name to a modernised version of an observation on its location. The town's name came from the fact that there is a small stream or "bourne" running underground in part of the town. Edward Hasted, writing in the 1790s in his *History of Kent* states that :

Sittingbourne was anciently written Sedingbourne, in Saxon, Saedingburga, i.e. the hamlet by the bourne or small stream.

There is evidence of Roman settlement in the area before 2000 BC, with farming and trading tribes living inland to avoid attack, yet close enough to access the sea at Milton Creek. In AD 43 the Romans invaded Kent and, to make access quicker between London and Dover, built Watling Street, which passed straight through Sittingbourne.

However, more modern ways to travel sees the borough being serviced by excellent rail links which means travelling from Sittingbourne to London can be completed in just over an hour and to Dover in 52 minutes.

Surrounded by small villages and in the heart of The Garden of England, Sittingbourne is a perfect town to base yourself to explore the countryside, the history of the area and the continent.

# Job Profile

## Teacher of Computing/ICT

If you are a dedicated, driven Teacher of Computing/ICT who has a real passion for the subject and a drive to instil this in your learners then we have an exciting opportunity for you…

We are seeking to appoint an inspirational Teacher of Computing/ ICT with excellent subject knowledge. The successful candidate will join the school's highly successful and enthusiastic Computing Science department working and collaborating with an exceptionally dedicated and talented team of practitioners.

The Computing department at Fulston Manor School is based within a purpose built suite of five IT rooms. The school is committed to maintaining a high level specification of IT equipment and looking to develop new areas of technology to support the teaching and learning.

The department delivers Computing and ICT at KS3 to all year groups. At KS4 we offer OCR National Creative iMedia and GCSE computer science and at KS5 we offer BTEC National Level 3 in ICT and Computing. The new BTEC Nationals AAQ in Computing and ICT for KS5 students will be running from September 2025.

**What we are looking for:**

- An excellent classroom practitioner
- Somebody who is well-organised, proactive and able to work effectively as part of a team
- Somebody who works well with staff and pupils alike
- Strong classroom management skills
- Knowledge of Computing and ICT at Key Stage 3, 4 & 5
- Someone keen to make a difference to the lives of young people
- Someone looking to join a community that works to develop young people into successful citizens

**What Fulston Manor School can offer you:**

**Professionally**:

- Mentoring and high-level training
- We are dedicated to providing ECTs with an all round experience whilst completing their induction, collaborating with other trusts to build on this
- NPQ successes and mentors to encourage teachers to reach their full potential
- Encouragement to develop your career with excellent promotion opportunities – staff training days offer excellent CPD with outside educational speakers
- A family atmosphere with welcoming staff and students – 'Fulston Family Values'
- A caring environment with well-being and work/life balance at its core – working at home
- for some PPA sessions has recently been introduced
- To be part of a whole school team – working together to achieve and valuing every individual's contribution

**Personally:**

- Membership of a generous pension scheme
- Mindfulness and Wellbeing resources available
- Access to Westfield Healthcare
- Free annual Flu Jabs
- Access to Mental Health First Aiders
- Free secure parking on site
- A laptop computer for school use
- Access to Kent Rewards (including cycle to work scheme)
- The School canteen and Sixth Form Café provides subsidised meals
- Respite and Wellbeing weeks on calendar including wellbeing activities for staff and breakfast
- Social activities

# Job Description and Person Specification

As a school our motto is 'Everybody Matters, Everybody Succeeds, Everybody Helps' we hope you will join us in ensuring all students achieve their potential.

**All staff will:**

- play a full part in the life of the school community, support its vision, ethos and policies and encourage staff and students to follow this example
- fulfil responsibilities with regards to safeguarding (including reporting concerns to the DSL)
- model Fulston Manor values to parents and students
- be positive, dynamic and challenging in all aspects of work
- foster the school's inclusive ethos nurturing everyone regardless of race, gender, sexual orientation, religion or ability
- take responsibility for their own learning and development
- develop the skills and talents of other members of the community
- ensure their own well-being and that of others by establishing an appropriate balance between life and work
- play an active part in the life of the school and its community
- develop social cohesion and positive links with the whole of our local community
- agree annual performance targets, with a view to own continuous improvement
- undertake any other duties that may reasonably be required by the Headteacher

**Specific Responsibilities:**

a) Curriculum Organisation and Delivery

To plan and deliver outstanding lessons that engage and excite children and ensure that all students make good and better progress

To develop and review, along with appropriate colleagues, syllabuses and schemes of work deigned to meet the needs of all students and establish the school's ethos and values

To monitor the progress of all students taught, ensuring high standards of work reporting to Head of Department /Line Manager when agreed

To ensure effective inclusion for students with special educational needs

b) Assessment and Monitoring

To follow the agreed whole school policy on as sessment and monitoring

To communicate with parents about students' progress through reports, parents' evenings etc.

To follow the guidelines on rewarding achieve ment

c) Staff Development

To participate in appropriate arrangements for in service training and professional development

To participate in arrangements made for appraisal, Including observations

To participate in meetings regarding performance

# Job Description and Person Specification Continued

d) Management Procedures

To implement agreed whole school policies

To take part in scheduled meetings with colleagues and parents in accordance with the school's programme

To keep records through the school's manage ment systems of attendance at every lesson, together with class and homework set

To maintain good order and behaviour in the classroom

To be responsible for maintaining teaching rooms in a clean and tidy state and facilitating the display of students' work

To be responsible for the best use of resources, including ICT

To be aware of and adhere to all school Health and Safety procedures

To share in supervisory duties in accordance with the school's published rotas

To share in cover for absent colleagues

To keep up to date with all school information e.g. annual calendar, staff briefing etc

e) Tutor

To share in the corporate responsibility for the development, education and wellbeing of students in accordance with the school's policies

To carry out the role of a tutor, including pastoral support, communicating with parents, and identifying and addressing, with colleagues, issues that are likely to result in underachievement.

The mentioned duties are not exhaustive and the postholder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Head of School. This job description will be kept under review and may be amended via consultation with the individual.

## Person Specification

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An Enhanced DBS check will be carried out for the successful candidate.

Qualifications

- Qualified teacher status
- Relevant Degree

Professional Attributes

- A commitment to "go the extra mile" to ensure the best outcomes for every child
- Have high expectations of young people including a commitment to ensuring that they can achieve their full educational potential
- Hold positive values and attitudes and adopt high standards of behaviour in their professional role
- Excellent communication skills (verbal and written)
- Commitment to professional development and collaborative working.
- An excellent team player with the ability to work under pressure

# Job Description and Person Specification Continued

Professional Knowledge and Understanding

- Have a good, up-to-date working knowledge and understanding of a range of teaching, learning and behaviour management strategies and know how to use and adapt them, including how to personalise learning to provide opportunities for all learners to achieve their potential
- Know the assessment requirements and arrangements for the subjects/curriculum areas they teach, including those relating to public examinations and qualifications
- Know how to use skills in literacy, numeracy and ICT to support and enhance their teaching
- Know the current legal requirements, national policies and guidance on the safeguarding and promotion of the well-being of children and young people

Professional Skills

- Plan for progression across the secondary age and ability range, designing effective learning sequences within lessons and across series of lessons informed by secure subject and curriculum knowledge
- Design opportunities for learners to develop their literacy, numeracy, ICT and thinking and learning skills appropriate within the secondary phase and context
- Plan, set and assess homework, other out- of-class assignments and coursework for examinations, where appropriate, to sustain learners' progress and to extend and consolidate their learning
- Teach challenging, well organised lessons and sequences of lessons across the secondary age and ability range
- Use an appropriate range of teaching strategies and resources, which meet learners' needs and take practical account of diversity and promote equality and inclusion.
- Use assessment as part of the teaching to diagnose learners' needs, set realistic and challenging targets for improvement and plan future teaching
- Manage learners' behaviour constructively by establishing and maintaining a clear and positive framework for discipline, in line with the school's behaviour policy

Everybody Matters
Everybody Succeeds
Everybody Helps

# Application and candidate selection process.

We would like every candidate to receive the best possible interview experience and so, to support you in your application, we have set out our promises to you and what we will be looking for in return.

**We promise to:**

- ◊ Provide you with clear and concise information
- ◊ Encourage you to ask questions
- ◊ Respond to enquiries within 24 hours during the working week
- ◊ Follow a fair and consistent assessment process
- ◊ Ensure you have all of the documentation needed for your interview, giving you sufficient time to plan anything which may be requested
- ◊ Arrange a student led tour of the school as part of the interview process

**In return we ask that you:**

- ◊ Be honest about your experiences, hopes and dreams
- ◊ Provide honest and accurate information when completing your application
- ◊ Research who we are and how we work. Give yourself the best opportunity to join the Fulston Family

  Advise us if your circumstances change in relation to your interest in this role. Help us to understand why
- ◊ Let us know if there is anything we can do to support you in your interview.

**We are committed to:**

- ◊ Treating you with respect, honesty and fairness
- ◊ Ensuring any personal information is handled in a secure and confidential manner
- ◊ Providing true and factual information enabling you to make an informed decision
- ◊ Giving you a platform to show off your personality, skills and potential
- ◊ Providing constructive feedback professionally and rapidly
- ◊ Welcoming your thoughts on our school and interview process.

# Safe recruitment within education: information for applicants

Adhering to strict safer recruitment processes is an essential component of safeguarding children. Safer recruitment helps to ensure that the people we hire to work at Fulston Manor School are suitable for the role and match up with our expectations, attitudes and values.

**What we will provide**

All applicants will be provided with:

- A job profile outlining the duties of the post which will include safeguarding responsibilities
- A person specification which will include a specific reference to suitability to work with children
- An application form

We expect all applicants to complete the application form which will contain questions about their academic and full employment history together with their suitability for the role.

All applicants are also required to account for any gaps or discrepancies in employment history.

**Interviews**

At least one staff member on the interview panel will have completed Safer Recruitment Training.
The selection process for every post will include exploration of the candidate's understanding of child safeguarding issues.

**References**

References will be requested at the selection stage directly from the referee. They will be asked about:

- The referee's relationship with the candidate
- Details of the applicant's current post and salary
- Performance history and conduct
- Any disciplinary action involving the safety and welfare of children, including any in which the sanction has expired
- Details of any substantiated allegations or concerns relating to the welfare of children
- Whether the referee has any reservations as to the candidate's suitability to work with children

If the referee has any reservations, the Trust/ Academy will ask for specific details of the concerns and the reasons why the referee believes the candidate may be unsuitable to work with children.

**Pre-employment checks**

An enhanced DBS check is required for all successful applicants.
Prohibition and overseas checks will also be completed if necessary.
Please be aware that under KCSIE 2023 guidance you may be subject to an online search prior to an offer of employment being made.

# How To Apply

**Salary: MPS/UPS**

**Full Time/Permanent**

**Required to start: January 2026**

**Closing date: 10th October 2025**

**Interviews: TBC**

Applications are invited from experienced teachers or Early Career Teachers who possess the skills, enthusiasm, and commitment necessary to ensure our students succeed and develop in our nurturing community.

The starting date for this post will be January 2026. If you are interested and would like to apply please complete the school's application form and send this in to the Headteacher with a covering letter (email acceptable). **Applications by CV will not be accepted.**

For any further information, however, please do not hesitate to contact the school; you are, of course, most welcome to visit.

*This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment'.*