



REF NO: POL016

Teacher of Computer Science & Media

Teachers' Main/Upper Pay Scale

Closing Date | 9.00am Thursday 24th June 2021

Headteacher | Mark Everett

Executive Headteacher | Richard Baker

LEARNING TOGETHER

CORNWALL EDUCATION LEARNING TRUST





Job Description

Core Purpose

- ✔ To implement and deliver an appropriately broad, balanced, personalised and differentiated curriculum for students.
- ✔ To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- ✔ To contribute to raising standards of student attainment.
- ✔ To share and support the school's responsibility to provide and monitor opportunities for academic and personal development.
- ✔ To monitor and assess the progress of students as a teacher.
- ✔ To support the overall development of students as a Form Tutor.

Main Duties and Responsibilities

Teaching

- ✔ To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher.
- ✔ Plan work in accordance with department schemes of learning.
- ✔ Ensure all lessons are stimulating and accessible to all our students.
- ✔ Liaise with relevant colleagues on the planning of units of work for collaborative delivery.
- ✔ To ensure that numeracy and other cross-curricular requirements are reflected in the learning experience of students.
- ✔ Take account of students' prior level of attainment and use them to set targets for future improvements.
- ✔ To mark, grade and give written, verbal and diagnostic feedback as required.
- ✔ Adopt most appropriate teaching strategies to meet student learning needs.
- ✔ Set work for students absent from school for long-term health or disciplinary reasons.
- ✔ Maintain good discipline by adherence to the advice given to staff in the induction handbook, curriculum team handbook and elsewhere.
- ✔ Set high expectations for students' behaviour by establishing a purposeful working atmosphere in accordance with the school's behaviour code and assertive discipline policies.
- ✔ Set appropriate and demanding expectations for students' learning, motivation and presentation of work.
- ✔ Work in collaboration with Teaching Assistants attached to any teaching group.
- ✔ To provide and/or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
- ✔ To carry out assessment of students as required by examination bodies, departmental and school procedures.
- ✔ Provide a stimulating environment by taking responsibility for the assigned teaching space and all equipment.

Communication

- ✔ To ensure effective communication as appropriate with the parents of students.
- ✔ To liaise with partner schools, higher education, industry, examination boards, awarding bodies and other relevant external bodies.



Pastoral

- ✔ To monitor and support the overall progress and development of students within Computer Science and Media.
- ✔ To help monitor students' attendance together with the students' progress and performance in relation to targets set for each individual; ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary.
- ✔ To act as a Form Tutor and carry out the duties associated with the role as outlined in the generic job description.
- ✔ To contribute to the morals and ethics according to the school policy.
- ✔ To assist in the implementation of the Behaviour Management System within the programme/subject area so that effective learning can take place.

General Duties

- ✔ To attend staff meetings and Trust-based INSET as required.
- ✔ The post holder is responsible for his/her own self-development on a continuous basis, undertaking any training/professional development as appropriate.
- ✔ To be aware of and work in accordance with the Trust's child protection policies and procedures, in order to safeguard and promote the welfare of children and young people, and to raise any concerns relating to such procedures that may be noted during the course of duty.
- ✔ To remain aware of and work in accordance with all relevant Trust working practices, policies and procedures.
- ✔ To be aware of and adhere to applicable rules, regulations, legislation and procedures including the Trust's Equal Opportunities Policy and Code of Conduct, Disciplinary and Grievance Policies and national legislation (including Health and Safety and Data Protection).
- ✔ To maintain at all times the utmost confidentiality with regard to all reports, records, personal data relating to staff and students and other information of a sensitive or confidential nature acquired in the course of undertaking duties for the Trust, with due regard to General Data Protection Regulations.
- ✔ To undertake any other duties as reasonably required by the Headteacher, to ensure the efficient and effective operation of the School.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. This job description is current at the date of appointment but will be reviewed on an annual basis and, following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.



Person Specification



Criteria	Essential	Desirable
Qualifications & Experience	<ul style="list-style-type: none"> ✔ Degree or equivalent qualification in relevant subject ✔ Qualified teacher status ✔ Experience of teaching Computer Science at Key Stage 3 and 4 	<ul style="list-style-type: none"> ✔ Post graduate qualification / Masters Degree in a relevant subject ✔ Experience of teaching Media or other related qualifications ✔ Experience as an exam marker for GCSE or A-Level
Knowledge & Skills	<ul style="list-style-type: none"> ✔ Excellent subject knowledge and an understanding of national and examination curricular requirements of the subject ✔ Excellent working knowledge of how ICT can be used to track and analyse attainment ✔ High level of oral and written communication skills ✔ To be student focused in all regards 	<ul style="list-style-type: none"> ✔ Evidence of classroom curriculum materials which you have developed ✔ Knowledge of current education and professional developments and an understanding of their application in a whole school context
Personal Qualities	<ul style="list-style-type: none"> ✔ A strong commitment to safeguarding children and young people; full awareness and knowledge of current national legislation for safeguarding and child protection ✔ To believe in the importance of team work and a collaborative approach, to be able to contribute effectively to a team and build supportive working relationships with colleagues ✔ Demonstrates a versatile approach to teaching strategies and a willingness to initiate curriculum innovation, with the ability to impact positively on all students, to enthuse and create a love of learning ✔ A commitment to pastoral tutoring and sensitivity to students' needs ✔ A desire to play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow in this example ✔ A commitment to facilitate extracurricular provision ✔ Demonstrable interest and passion for Computing 	

