



Part-time Teacher of Computer Science/ICT

Possibly combined with another timetabling and/ or IT support for a more substantial role

Personal and Professional Qualities:

We wish to appoint a highly competent, committed and enthusiastic teacher to join us from the beginning of the new academic year. The ability to work on timetabling would also be welcomed, but is not essential. In addition, or alternatively, the ability to support staff and students with their IT needs and training would also be welcomed.

Canbury School is a small school that specialises in supporting students who thrive in a school able to offer individual attention. With maximum class sizes of fifteen students, we are looking for someone who has experience in teaching Information and Communication Technology to students across the Senior School, which will include GCSE. Most importantly, he/she should be flexible, innovative, friendly and enthusiastic about his/her subject. Experience and knowledge in the delivery of the Cambridge IGCSE Information and Communication Technology are desirable

Working as part of a team is vital and the successful candidate should be able to work constructively within a cohesive and busy school where the children really matter. It is essential that the person appointed enjoys working with a range of ability, is committed to differentiation and is willing to go the extra mile for our students.

The school is well resourced and fully networked as well as wireless. Staff are required to ensure that all resources needed for teaching are made available in an electronic format accessible to students.

ICT at Canbury School:

ICT is one of the GCSE options available to students at Canbury School. The emphasis is on enjoyment of ICT, presenting this area of study as highly relevant and worthwhile in the modern world as well as enriching and fulfilling in themselves.

Practical Information about the Post:

This is a part-time post.. Opportunities for training and further professional development will be provided. The successful candidate would be expected to attend training courses both within school and outside.

The teaching role could be combined with responsibility for timetabling, overseeing e-safety protocols of the school, including updating policies, running Internet Safety Week, and staff training in systems used by the School . The systems we use are Timetabler, RM Integrus, Google Classroom and SatchelOne.

Please contact The Bursar with any queries.

Closing date: Friday, 14th of April 2022 at 5 pm.

Summary of responsibilities

- Implement and deliver an appropriately broad, balanced, relevant and differentiated ICT curriculum for students
- To prepare Programmes of Study and Schemes of Work; to review and update these regularly.
- Prepare students for GCSE including ensuring that software and hardware for the public exams is exam compliant with regulations and functioning.
- To be responsible for the teaching of ICT for KS3/4, including tracking and assessing students' work
- In liaison with the Deputy Head oversee the e-safety provision at the school, including staff inset presentations and student workshops
- To maintain links and create out-reach opportunities with relevant centres and organisations, including trips, visits and to run extra-curricular activities
- To teach students according to their educational needs and as defined in their EHC plan
- Liaising other colleagues and therapists when necessary
- To communicate regularly with parents
- To have due regard to health and safety policies in the department, and to carry out a risk assessment as and when appropriate
- To take part in in-service training days
- To perform normal staff duties, including those specified in the Staff Handbook; including the provision of reasonable cover for absent colleagues
- To undertake lunchtime and break time duties as required
- To participate in the preparing of students for public examinations and participate in the arrangements and supervision of such examinations
- Facilitate a learning experience, which provides students with the opportunity to achieve their individual potential
- Contribute to raising standards of student attainment
- Share and support the school's responsibility to provide and monitor opportunities for personal and academic growth
- Manage classes effectively, using approaches that are appropriate to students' needs in order to inspire, motivate and challenge students
- Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for students of all backgrounds, abilities and dispositions, monitoring learners' progress and levels of attainment
- Support to develop and refine the ICT curriculum to ensure that the curriculum area provides a range of teaching which complements the school's strategic objectives is relevant to the needs of students and examining and awarding bodies

Essential

- Degree in ICT / Computer Science
- Teaching Degree, PGCE or equivalent teaching qualification

Desirable

- Experience working with students with SEND
- Experience and knowledge in the delivery of the Cambridge IGCSE Information and Communication Technology.
- Experience and knowledge of RM Integris.

Extra-Curricular Activities

All members of staff are asked to make a contribution to some areas of the extra-curriculum and from time to time to assist with an occasional evening event to help support events like the school production.

Staff Continuing Professional Development:

The School is committed to the continuing professional development of its staff and there is an annual review procedure, conducted by a line manager. INSET opportunities are provided for the whole staff and for individual staff, arising out of discussions during the annual review.

Safeguarding

Canbury School is committed to the proper Safeguarding of its students. All staff are required to undertake Child Protection Training as part of their induction and regularly as required by regulations and school policies and procedures thereafter.

Remuneration

Salary will be based on the Canbury Salary Scale and will be commensurate with the qualifications and experience of the candidate.

The application form with a full accompanying covering letter and the contact details of two referees (including the current or most recent employer) should be sent by email no later than Sunday, 5th of March 2023 at 17.00.

Canbury School is committed to safeguarding and promoting the welfare of children and this post is subject to child protection screening including checks with past employers and an enhanced DBS check.

This job description should be seen as enabling rather than restrictive and is subject to regular review.