



GREENSHAW
LEARNING TRUST



Orchard Park
High School

Head of Computer Science

Recruitment Pack

**ALWAYS
LEARNING**

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Dear Candidate

Thank you for your interest in the role of Head of Computer Science at Orchard Park High School.

We are successful and ambitious. We pride ourselves on routines, systems and excellence. We are a calm, happy and high achieving school with a diverse community.

Computer Science is popular and successful at our school. We are fortunate to have excellent ICT facilities and highly engaged pupils. We benefit from a subject network across our Trust in which we share resources, best practice and innovations. The role requires someone forward thinking about the tech systems our pupils and staff might use. The Head of Computer Science will work closely with our STEM team to ensure the subject remains a high priority for our community. This will include arranging domestic and international opportunities. They will be fiercely passionate about the improvement of life chances for our pupils and committed to continuing to develop the foundations we have already built. Our school will be disruption free every minute, of every lesson, of every day. We are relentless in our drive for high expectations. They will have a clear understanding of this and will ensure that this is secured across the school to allow pupils and staff to truly flourish.

We are proud members of the Greenshaw Learning Trust, a 'family' of like-minded schools, that collaborate to provide mutual support, share their good practice and learn from each other, whilst retaining and developing our own distinctive character.

The Trust is a vibrant and forward-thinking community of teachers, support staff and learners committed to educating the 'whole child' to improve life chances, whilst securing the best possible outcomes for pupils. We encourage all young people to work hard and make the most of the opportunities they are given. Our amazing team of teachers and support staff themselves demonstrate and encourage a lifelong love of learning, both within and beyond our curriculum.

The Greenshaw Learning Trust is a successful multi academy trust and currently comprises twenty-five schools: seven in South London, five in Berkshire, one in Surrey, nine in Gloucestershire and South Gloucestershire, and three in Plymouth. We are continuing to grow and have further schools joining us on a regular basis.

We are ambitious about diversity and inclusion and very much look forward to receiving applications from candidates whose personal qualities and values reflect those in the person specification and whose experiences also place them in a strong position to deliver the challenges set out in the job description. We encourage applications from candidates regardless of age, disability, gender identity, sexual orientation, pregnancy, marital status, religion, belief, or race.

The school websites provide a clear picture of our aspirations and our vision; however, please do not hesitate to contact us to seek further information on 0208 776 0220 or via email. We very much look forward to receiving applications from candidates whose personal qualities, values and experiences support and reflect ours.

Yours sincerely



Ms C Moran
Headteacher

Greenshaw Learning Trust – ‘Always Learning’

The GLT is a successful multi academy trust that provides high quality comprehensive, non-selective and inclusive education. The Trust is committed to meeting the needs of every student and our schools offer a broad curriculum and wide range of special needs provision in a welcoming and challenging environment.

We are extremely proud of our success, but we are not complacent. We believe that we can – as an academy trust, as schools and as individuals – always improve. We are all ‘Always Learning’.

Each school in the GLT is led by its own leadership team and a governing body, which have the support of the wider Trust to help them achieve their objectives for their school. Being part of the Trust provides our schools with an effective structure, collaboration, and support. Our culture of trust and openness fosters mutual support and continual improvement.

School-to-school collaboration is enabled by regular contact between school leaders. Our shared services professionals provide a wide range of effective, rapid and flexible support, advice and guidance to our schools, including curriculum support, school improvement, staff training and development, admissions, attendance, behaviour, safeguarding and SEND, pupil services, estates, finance, HR, IT, catering, clerking, procurement and governance.

From its establishment as a multi academy trust in 2014, the Trust has grown significantly and currently employs around 2840 people and educates over 17,300 pupils. We have approval to open a new secondary special school in South London and we are planning to grow further over the coming months and years. Further information about our schools can be found [here](#).

The Greenshaw Learning Trust Mission Statement

We are ambitious for our schools and their students. We believe that there is no ceiling on what can be achieved by anyone, regardless of their circumstances or background.

We are committed to providing a supportive and inclusive learning environment, giving every young person the opportunity to fulfil their potential now, and in the future.

We seek to realise the power of individuals and organisations working together in collaboration whilst retaining their individuality, and we recognise that we can always improve.

Greenshaw Learning Trust Employee Benefits

The GLT recognises that our employees are our most important asset, and we are aware that the quality and commitment of our employees is critical to our success. We offer all our employees the following staff benefits:

- A supportive ethos and concern for the well-being of all colleagues
- Excellent CPD opportunities and career progression
- Employer contributions to Local Government (LGPS) or Teachers Pension Scheme
- Cycle to Work scheme
- Gym membership scheme
- Employee Assistance Programme (EAP)
- Eye care voucher scheme
- Childcare voucher scheme
- Car benefit scheme
- My Health discounts

Terms and Conditions

Line Managed by:	Assistant Headteacher
Line Management:	Teachers of your subject
Contract:	Permanent
Salary:	MPS/UPS + TLR2B, currently (£5,347) outer London
Hours of Work:	Full Time
Place of Work:	Orchard Park High School, Orchard Way, Shirley, Croydon, CR0 7NJ
Medical Examination:	The appointment is subject to a satisfactory medical report
Superannuation:	Under the Social Security Act 1986 the post holder has the right to make their own pension arrangements. They may choose to contribute to the Teachers' Pension Scheme or a Personal Pension Scheme.
Holiday Entitlement:	Subject to Working Time provisions of the School Teachers Pay and Conditions Document your holidays coincide with periods of school closure.
Probation Period:	New employees are required to complete a six-month probationary period
Disclosure & Barring Service Check:	This appointment is subject to the receipt of a satisfactory Enhanced Disclosure and Barring Service check
Right to Work Check:	This appointment is subject to verification of the right to work in the UK. Where the successful candidate has worked or been resident overseas in the last five years, such checks and confirmations may be required in accordance with the statutory guidance

Job Description

Key Purpose

To support, hold accountable, develop and lead on Computer Science across KS3 & KS4 and to ensure the highest standards of teaching and learning and the well-being of staff and pupils.

- To ensure a comprehensive online safety curriculum is delivered across the school
- To obtain external opportunities and resources which directly benefit our pupils
- To lead on the internal organisation of electronic and online documentation and resources

Main Duties and responsibilities

- To set, monitor and evaluate the subject pupil attainment in KS3 and KS4 making a measurable contribution to whole school targets
- To lead curriculum development to ensure the delivery of an appropriate, comprehensive, high quality and cost-effective curriculum programme
- To support non subject specialists in delivering the curriculum at KS3
- Collaborate positively to the achievement of the School Improvement Plan
- To engage all subject staff in the creation, consistent implementation and ongoing improvement of schemes of learning
- To review teaching and learning, monitoring the progress of all pupils including those identified as requiring additional support (SEN) and the highest attaining pupils; to ensure all pupils are engaged in their learning and achieve success
- To undertake a continuous and systematic review of the standards of leadership, teaching and learning in the subject area, consistent with the procedures in the school policies
- To ensure the department actively implements the key aspects of the school's behaviour and inclusion policies
- To contribute to the development of whole school strategic planning and policies through membership of the Heads of Department group
- To ensure a rich and varied character education offer is provided for all pupils
- The post holder is responsible for ensuring that the school safeguarding/child protection policy is adhered to and concerns are raised in accordance with this policy
- To ensure the efficient deployment, organisation and upkeep of Computer Science resources, including the responsibility that rooms and areas used by the department provide a safe, high quality environment for learning
- To prepare for and attend regular line management meetings with a member of SLT

The duties and responsibilities in this job description are not restrictive and the post holder may be required to undertake any other duties that may be required from time to time. Any such duties should not however substantially change the general character of the post.

Person Specification

The successful candidate will meet the following person specification. Please note that the listed criteria will form the basis of the selection process. Applicants should address all elements of the Person Specification, demonstrating experience and where appropriate citing supporting examples within their application.

Criteria	
Training, Qualifications and Experience: On their application form, candidates will demonstrate that they have the following training, qualifications, and school experience:	
	<ol style="list-style-type: none"> 1. Education to degree or equivalent level in computing 2. Teaching qualification (QTS) 3. Experience of classroom teaching within a secondary school setting, including evidence of high student achievement and progress 4. Understanding or experience of leadership and management of a subject department in a comprehensive school 5. Demonstrable experience of improving pupil outcomes 6. Experience as a form tutor and/or pastoral work 7. Excellent knowledge and understanding of current issues in supporting the Computer Science curriculum 8. A good understanding of the principles of supportive behaviour management 9. Evidence of reflective practice leading to improved skills 10. Relevant postgraduate studies
Personal and Professional Qualities and Attributes: In their statement of suitability and during the selection process, candidates will demonstrate the ability to:	
	<ol style="list-style-type: none"> 1. Good organisational and time-keeping management skills 2. Promote high expectations of pupils 3. Good or outstanding practitioner 4. Able to work constructively individually, and as part of a team under pressure 5. Strong commitment to the values and ethos of the school 6. Able to work effectively with, and command the confidence and respect of, pupils, parents, teaching staff, senior managers within the school as well as with colleagues in external agencies 7. Excellent attention to detail 8. Ability to be self-motivating 9. Readiness to identify and respond to new challenges 10. Ability to maintain strict confidentiality of information received and processed as part of the job role 11. Able to focus on solutions rather than problems 12. Ability to demonstrate sound judgement and decision-making skills 13. Able to maintain professional standards in times of stress and high workload 14. Ability to motivate large numbers of pupils and staff 15. Understanding of own strengths and areas of development

Additional Requirements: In their statement of suitability and during the selection process, candidates will demonstrate that they can meet the following requirements:

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|--|--|
| | <ol style="list-style-type: none">1. Ability to meet physical/social/emotional needs of pupils2. Committed to equality of opportunity |
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The Recruitment Process

1. Application

The completed online application form should be accompanied by a personal statement of suitability of no more than 2 sides of A4. In the application form and personal statement, you should demonstrate how you meet the requirements set out in the Person Specification. Please include specific examples which support your application.

Applications must be received no later than **9am on Friday 19 April 2024**. Applications received after this date and time will not be considered.

2. Shortlisting

Shortlisted applicants will be invited by telephone to attend an interview. Please make sure you have indicated clearly day and evening telephone numbers on which you can be reached. References will be taken up after shortlisting.

3. Interview Process

Interviews will be held shortly after the closing date. Applicants will also be asked to undertake a practical test related to the knowledge and abilities in the Person Specification.

4. Feedback

Unsuccessful shortlisted applicants will have the opportunity for professional feedback during the week following the interviews.

5. Taking up post

The successful applicant will take up the post as soon as possible.

6. Additional information

For further information, please contact Michele Stone mstone@orchardparkhigh.net

7. Safeguarding

Greenshaw Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects staff and volunteers to share this commitment. The successful applicant will be subject to an Enhanced DBS and barred list check.