

**Teacher of
Computer Science
MPS / UPS**

Part-time or Full-time

Suitable for NQTs or experienced teachers

Required January – August 2017

BOURNE END ACADEMY

New Road
Bourne End
Bucks
SL8 5BW

HEADTEACHER:
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Bourne End Academy

Bourne End Academy is an Upper School in the village of Bourne End in Buckinghamshire. Bourne End has good rail links to London, Marylebone and is closely placed to major motorways. Our school has 650 boys and girls in Years 7 to 13. Our students reflect a mixed ability intake. Buckinghamshire is a wholly selective authority and the top 30% of Year 6 pupils are selected for grammar school education. About three quarters of our students come from the immediate environs of Bourne End. We have an Alternative Resource Provision that supports students with autism.

Bourne End Academy opened in September 2014. Its predecessor school (The Wye Valley School) was placed in special measures in January 2013: the key areas for improvement were attainment and achievement, leadership and the quality of teaching. Behaviour was and is very good. Our students are committed and enthusiastic. In January 2013, there was significant leadership change and the school has been developing at pace. The pace of change is exciting and impact is discernible. There has been a tide change in terms of student expectation, academic challenge, intervention and staffing. Bourne End Academy is sponsored by Wycombe High School, a local outstanding school, led by a National Leader of Education who is the Executive Headteacher of both Bourne End Academy and Wycombe High School. This development is resulting not only in rapid and positive change, but significantly improved outcomes and plans for an increased investment in the school site and facilities.

Our staff are hard-working, ambitious for the future of the school, forward-looking and committed to extending the horizons of our students, encouraging them to aim high, to take on leadership roles and to become independent learners. We have an ambitious development plan, with a focus on improving the quality of teaching and learning, Sixth Form and leadership in the school. Indeed, there has never been a better time to join Bourne End Academy.

Students need little encouragement to take part in a very wide range of extra-curricular activities, including a wide range of sports, dance, community service and enterprise. Many of our students compete or perform at national (and international) level. New colleagues are encouraged to contribute their skills and enthusiasm to our wider curriculum, with its opportunities for adventurous learning and active citizenship.

Staff benefit from a comprehensive induction programme. Ongoing career development is an expectation for all; we provide opportunities for staff to advance within the school, as well as offering support for those who may wish to find promotion elsewhere. The school has well-established and very close community links. Parental support is strong. We have excellent links with other schools and colleges in the area which ensure robust networking and CPD opportunities for staff.

The school has a Governing Body that comprises of professional people from business, law and education. The Board are active in, and very supportive of, the school.

As well as being part of the Wycombe High School Academies Trust our school is a strategic partner in the Cygnus Teaching School Alliance.

We have invested in IT systems: every teacher is provided with a laptop and IT is increasingly embedded in teaching and learning.

You can find further information about the school on our website at www.bea.bucks.sch.uk and you are welcome to visit us.

The Vacancy

Computer Science

The Computing department is made up of one teacher. There are a number of well-resourced computer suites. Computing is currently studied in KS4. The department offer after school sessions to support students with their learning.

We are looking for an exceptional candidate who can teach across all Key Stages, someone who is committed to the progress and attainment of the young people within the school and someone who is keen to lead the department forwards. They will bring their own skills, expertise and experience to ensure the department continues to provide a challenging and energetic learning experience to the students.

Curriculum

At KS4 they follow the OCR Computing GCSE

Job Description

Teacher of Computer Science

Responsible to: Subject Leader

Objectives

Teachers will be responsible for the academic outcomes of the students they teach. High quality teaching and high expectations are at the heart of Bourne End Academy and all teachers will be expected to develop exemplary practice which supports the ethos, values and vision and contributes to the overall life and work of the school. Teachers will also be expected to promote and develop social, moral and physical aptitudes in their students and to provide advice and guidance where necessary.

Learning and Teaching Role

- Plan and prepare schemes of work and develop supporting resources.
- Provide relevant and purposeful learning opportunities which are differentiated for students of all abilities.
- Ensure that lessons and resources are well planned and delivered in accordance with relevant school policies e.g. teaching and learning, curriculum and assessment.
- Arrange and promote relevant subject activities which will enhance the learning and motivation of students.

Assessment and Reporting

- Utilise a range of formative and summative assessment techniques to monitor student progress.
- Mark students' work regularly, providing clear targets for improvement.
- Participate in preparing students for public examinations including the accurate assessment of students and the recording and reporting of such assessments.
- Provide a termly report on the progress and attainment of students in your classes.

Monitoring and Review

- Contribute to the review and development of the curriculum including the development of programmes of study, teaching materials and the refinement of teaching methods.
- Participate in the annual school review.
- Participate in the review, development and management of activities relating to the curriculum, organisation and student care arrangements in the school.

Liaison Role

- Communicate and consult with parents of students in relation to their academic progress and any behavioural concerns.
- Attend parents' consultation meetings for the classes for which you have responsibility.
- Co-operate with other members of staff in the department and school.

Student Care Role

- Promote and develop positive relationships with students
- Undertake the role of tutor monitoring and supporting the development of the students in your tutor group.
- Take responsibility for the overall academic performance of students in the tutor group against school targets.
- Draft an annual tutor report.

Management and Administration

- Participate in administrative and organisational tasks as required by the role.

- Attendance at assemblies and tutor time.

Training and Development

Teachers will be supported in their individual professional development through the performance management process and by attendance at whole school training days.

Other Duties

To undertake additional, negotiated responsibilities as may be reasonably delegated by the Line Manager or Headteacher.

Responsibility to the School

In addition to the specific responsibilities of this post, every member of staff at Bourne End Academy will commit to:

- Providing a courteous and efficient service to students at all times
- Using their influence with other staff and students to promote high standards of behaviour and order within the school
- Working to maintain the school at the forefront of educational practice
- Fostering and sustaining a culture of independence and creativity in all aspects of the school's operation

Performance Management

All staff will participate in Bourne End Academy's performance management review scheme as outlined in the school's pay and CPD policies.

Role Review

This job description sets out the main duties of the post at the time of drafting. It cannot be relied upon as exhaustive and may be subject to change at any time in consultation with the post holder, subject to the Headteacher's approval.

Person Specification

We are looking for the right person to fill this vacancy; you are looking for the right school to work in. We hope that this booklet and the school prospectus give you a flavour of Bourne End Academy. To help you in your application we show below the essential and desirable characteristics that we are looking for when reading the applications and at the interview. However, we are always willing to consider anyone with alternative qualifications or experience – and we don't expect anyone to be perfect.

Person specification	Essential	Desirable
Good honours degree	✓	
Qualified Teacher Status or graduate interested in gaining QTS	✓	
Evidence of good classroom practice as a teacher	✓	
Excellent subject knowledge	✓	
Familiar with current subject developments	✓	
Keen to be involved in curriculum development	✓	
Committed to the ethos of Bourne End Academy	✓	
Keen to develop own career	✓	
Confident user of ICT to enhance teaching and learning	✓	
Recent relevant professional development		✓
Evidence of good relationships with young people and adults	✓	
Good communication skills	✓	
Able to work calmly and effectively under pressure	✓	
A shared approach to problem-solving and achieving goals	✓	
Strong organisational, time-management and planning skills	✓	
Good health and attendance record	✓	
Wide outside interests		✓
Substantial Computer Science teaching experience with a track record of high achievement		✓
An ability to enthuse colleagues and students	✓	
An efficient administrator	✓	

How to apply

To apply for this post, please complete the application form and a letter supporting your application. In your letter you should:

1. State your reasons for applying for this post
2. Outline the experiences that you believe have prepared you for this post.
3. Describe the skills and strengths that you will bring to the school.

Please note that the application form must be completed in full. It is not sufficient to substitute a cv for all or any part of the form.

You are welcome to telephone or e-mail the school to ask for clarification of any matters in this booklet or if you have queries on how to complete the application form. We will be pleased to show prospective applicants around school during the week before the deadline for applications. If you are interested in a preliminary visit of this kind you should ring the school for details.

Completed applications should be sent to:-

Mrs Andrea Jacobson, Headteacher, Bourne End Academy, New Road, Bourne End, Bucks, SL8 5BW or Lucy Gibbons (Headteacher PA) at lgibbons@bea.bucks.sch.uk

Deadline for Applications: Noon – 28 November 2016

References

Current and previous employers will be contacted as part of the verification process pre-appointment checks. When an applicant is short-listed, any discrepancies or anomalies in the information provided or issues arising from references will be taken up at interview. Your referees should include your most recent employer. References from relatives or friends are not acceptable.

Child Protection

Bourne End Academy is committed to safeguarding and promoting the welfare of children and young people. All staff are required, before taking up post, to undertake a criminal record check through the Disclosure and Barring Service.

Candidates for teaching and support staff posts will be assessed at interview for their suitability to work with children. Appointment is conditional upon at least two satisfactory references which include specific comments on working with children and young people. All staff at the school have a responsibility to promote and safeguard the welfare of students at the school.

Our Staff

Staff

We have 98 staff; 48 teachers, of whom 41 are full time, and 50 support staff. There are 17 Subject Leaders and 4 Heads of Year who are responsible for the smooth and effective running of their respective teams. We have a team of excellent Learning Support Assistants who work extremely well with teachers to ensure positive outcomes.

Staff are actively encouraged to contribute ideas to inform whole school planning and to participate in new initiatives. All colleagues have an opportunity to contribute to whole school improvement planning.

All our staff are entitled to an annual Professional Review and to a high quality programme of induction and on-going professional development. We run a comprehensive programme of in-service training designed to develop teaching and leadership skills, to support the aims of the school improvement plan and to encourage colleagues to develop their careers.

We are fortunate in the high quality and commitment of our support staff, who are vital to the success of the school and to the excellence of education that we can provide. Offering an attractive career structure for non-teaching colleagues, supported by training and professional development opportunities, is a school priority. BEA has a Talent Management Policy and goes out of its way to attract and retain excellent staff.

Support staff play a key role in the success of the school fulfilling a variety of functions including exams, administrative, financial, technical, clerical, learning support and site specialists.

Pay and Conditions

Payscale MPS/UPS

Contract

Fixed term contract – January to August 2017

Equal Opportunities

Bourne End Academy is committed to equal opportunities for all its students and staff, irrespective of race, colour or nationality, gender, marital status, family circumstances, religion, sexual orientation, age or disability. There will be no discrimination on these grounds, or for any other reasons which cannot be shown to be justified. Students applying for admission to the school and candidates for posts at the school will be treated according to school and county policies on admission and recruitment and with regard to British and European legislation.

Attention will be paid to the importance of equal opportunities education in both the formal and informal curriculum and our curriculum will be reviewed at frequent intervals to ensure that this policy is reflected in practice. The Headteacher is responsible to the Governors for monitoring this policy. The school subscribes to the Buckinghamshire policy statement on Equality Inclusion.

Smoking and alcohol

The school operates a no-smoking policy. Smoking is not permitted at any time on the school site.

The consumption of alcohol on the school site is not permitted during the hours of the timetabled school day and thereafter only at the Headteacher's discretion during authorised school events.

Dress Code

The school has a dress code for staff: staff should dress in a business-like and professional manner, similar to the dress styles which are the norm among service industry professionals who regularly meet the public, such as bank staff. Discreet piercings in the lower ear only are allowed and no visible tattoos, in line with expectations for students.