TEACHER OF COMPUTER SCIENCE
(PART-TIME AND FOR AN INITIAL PERIOD OF ONE ACADEMIC YEAR)

Founded in 1863, St Edward's is an independent, co-educational boarding school situated in North Oxford. There are presently 680 pupils, of whom 82% are boarders.

The School has a strong academic record. Pupils usually take 10 GCSEs/IGCSEs, with 62% of pupils achieving A*/A grades in 2017. Only a few pupils will leave the School after GCSE, and around 45 pupils join our Sixth Form. In the Sixth Form, pupils study either A Levels or the International Baccalaureate (IB) Diploma Programme; in the current Lower Sixth the split is 40/60. In 2017, 80% of grades in Sixth Form exams were at the top end (A*-B at A Level; Levels 5-7 in the IB). In the IB the average point score was 35. Over 95% of our leavers proceed to university and, on average, 5% of the year group are awarded a place at Oxford or Cambridge.

The School exists to provide an excellent all-round education to each individual in its care. We aim for pupils to gain the best academic results of which they are capable but further develop learning behaviours (collaboration, communication, reflection, thought and resilience) that allow each individual to flourish beyond university. The co-curricular life of the School is rich and highly valued and plays a full part in School life. Pupils are expected to pursue a wide range of interests monitored by a Director of Cultural Activities and a Director of Sports and Activities.

Specific information

From September 2018, the School wishes to introduce Computer Science to its IB curriculum (initially as a standard level subject) and is seeking an inspirational, well-qualified part-time Teacher of this subject. The appointment will be for an initial period of one academic year.

The post-holder will report to the Head of Physics and will be required to teach six lessons per two week cycle (three lessons a week) to an initial group of approximately ten 6th form pupils. Each lessons will last an hour and in addition there will be a requirement to attend regular meetings with the Head of Physics and the Deputy Head Academic.

A desire to engage in the wider activities of the School, such as cultural or sporting events, would be advantageous and would provide the opportunity for the post-holder to develop rapport with pupils at a level of deeper than that generated only from classroom interactions.

Main tasks and responsibilities of a Teacher
- to plan and prepare lessons and courses according to schemes of work, and keep records of work covered
- to set engaging and stretching preps that develop the pupils' learning skills as well as their skills in computer science
- to assess pupils' progress in accordance with departmental guidelines
- to assist pupils to develop their own learning using a variety of teaching methods to suit the pupils' needs
- to set high expectations at all times for all pupils
- to follow all required administrative procedures in accordance with school policies
- to keep to deadlines (normally published in the termly calendar) for the completion of grade cards, comment cards, and reports

As a member of the School's teaching staff the post-holder will have a responsibility in every circumstance to promote and safeguard the welfare of pupils in the School.

Hours and weeks of work
The post-holder will be paid on the basis of 8 lessons per cycle (3 taught lessons each week plus two meetings every fortnight) and will be required to work during School term times only.

Holiday
Paid holiday entitlement will be pro rata of 5.6 weeks per year.

Remuneration
The rate of pay will be £30 per lesson. This rate includes payment for associated preparation and marking. This together with paid holiday entitlement results in a total payment of £4,560 for the duration of the contract.

Salary will be paid in equal monthly instalments over the period September 2018 to June 2019. Salary is paid on 25th of each month.

Probationary period
The appointment is subject to a probationary period of one term.

Confidentiality and Data Protection
In the course of their employment, staff may have access to confidential information relating to pupils and their families and are required to exercise due consideration in the way they use such information. Staff should not act in any way which might be prejudicial to the School's interest. Information which may be included in the category covers both the general business of the School and information regarding specific individuals. A strict code of confidentiality must be adhered to at all times. The School is registered under the Data Protection Act 1984 and staff must not at any time use the personal data held by the school or disclose such data to a third person.

Child Protection at St Edward's
St Edward's is committed to safeguarding and promoting the welfare of children and young people and we aim to create and maintain a safe environment for our pupils, where they feel respected and supported. We expect all staff to share this commitment and to become familiar with our policies and procedures for child protection and security. It is a requirement of the Children Act and Care Standards Regulations that all employees of the School must receive enhanced clearance from the DBS.

Selection process
There will be a two stage selection process.

Those candidates whose applications we are pursuing will be contacted shortly after the closing date and invited to interview. At this stage we will take up references unless the candidate explicitly asks us not to contact a referee.

Candidates will be asked to bring with them to the first interview any certificates relating to qualifications mentioned on the application form and identity and proof of address documents. Any discrepancies or anomalies in the application form will be taken up at interview.

Second round interviews will involve meeting a variety of School staff to further assess how well the candidate meets the requirements of the post, and will include an assessment of the candidate's suitability to work with children.

Successful candidates will be required to undergo further recruitment checks, including an enhanced disclosure from the Disclosure & Barring Service

PERSON SPECIFICATION – TEACHER OF COMPUTER SCIENCE

- **Educational Qualifications**
  Essential
    o A relevant degree in Computer Science

- **Skills, Abilities and Experience**
  Essential
    o Good spoken and written English and the ability to communicate clearly both orally and in writing to a variety of audiences
    o Good people skills
    o Excellent organisational skills
    o Enthusiasm and a high level of motivation
  Desirable
    o Previous classroom practitioner experience
    o Experience of teaching Computer Science for IB

- **Safeguarding**
    o Commitment to the protection of children and young people
    o Willingness to work within the School's Child Protection guidance for staff and follow relevant organisational procedures.