



**North East  
Learning Trust**

**Teacher of ICT**  
**Teesdale School & Sixth Form**  
Applicant information pack

# Teacher of ICT

## Required February 2023

### MPR/UPR

The North East Learning Trust is seeking to appoint a motivated and ambitious Teacher of ICT.

The post will be based in Teesdale School and Sixth Form, rated as 'Outstanding' by Ofsted in June 2019. We would like our Teacher of ICT to share their genuine love of teaching and learning and their passion for the subject. This is an exciting opportunity for the right candidate to join a close and talented team who together ensure students receive excellence every day.

We have 720 children across Key Stages 3 and 4 and Post-16. Our small size means that you can really get to know your students; know who they are; their aspirations, ideas, talents and dreams, bringing out the best in them, helping to champion their ambitions and give them a great start in life.

Nestled in Barnard Castle in the spectacular Teesdale countryside and imprinted with the historic values of the Dales and our close-knit community, Teesdale School is a place where traditional values of kindness, respect and hard work take precedence. Within 30 minutes of both Darlington and Durham and just over an hour from York and Newcastle, our idyllic yet convenient location affords our staff an enviable quality of life.

#### We are committed to:

- A vibrant learning community with enthusiastic and engaging students
- A positive and caring ethos
- An excellent learning environment and resources
- A team of hardworking, dedicated and friendly staff where everyone is valued
- A supportive and effective governing body.

#### The successful candidate will:

- Be passionate about teaching engaging lessons, which help students understand the importance of ICT and the positive impact it can have throughout their life.
- Be someone who will make a difference to the outcomes of many young people within our community.
- Be someone with excellent subject knowledge and who can teach across the full age and ability range.

**Deadline:** Monday 9<sup>th</sup> January 2023, 9am  
**Interviews:** To be confirmed

#### How to apply:

Application packs can be downloaded from our website.

Letters of application should be no more than two sides of A4 and should be returned by email with application forms to [tracy.tuck@teesdaleschool.co.uk](mailto:tracy.tuck@teesdaleschool.co.uk) or by post to Tracy Tuck, PA to the Leadership Team, Teesdale School, Prospect Place, Barnard Castle, Co Durham DL12 8HH. Please do not submit a CV unless it is to compliment your application form.

# Job description

**Post title:** Teacher of ICT  
**Responsible to:** Head of School  
**Responsible for:** Supporting the Teaching and Learning of Students  
**Salary Band:** MPR / UPR

## Job purpose:

- To teach ICT to students across the age and ability range within Teesdale School
- To be a committed and enthusiastic
- To develop and foster positive working relationships with students, teaching staff, other professionals and parents/carers

## Duties and responsibilities:

### Operational/Strategic Planning

- To report regularly to the HOD and / or Leadership Link on the progress of individual students
- To participate in staff meetings as required
- To plan, prepare, evaluate and modify personal teaching methods and materials in accordance with department and school policies
- To control and manage the classroom effectively
- To praise and manage student behaviour as appropriate
- To plan to meet the varied and special educational needs of students
- To set homework in accordance with the school and department policy and to ensure that students complete school planners

### Enhancing own knowledge, skills and understanding

- To become proficient in a range of teaching and learning strategies for supporting the development and progression of individual students
- To keep up-to-date with developments and initiatives in the subject area.

### Professional development and raising awareness

- To be an active member of the school's ICT Department
- To work with relevant staff to identify and address the needs of students
- To plan differentiated material to support all students at Key Stages
- To participate fully in professional development initiatives

### Curriculum and Extra-curricular Provision

- To support the department in developing/reviewing/revising schemes of work
- To assist in the planning and organisation of extra-curricular activities to promote the subject and enhance students' learning

### Sharing information

- To ensure the efficient exchange of information regarding students both within the school and with other institutions/external agencies, as necessary



### **Support and monitoring**

- To mark and record students' work in line with departmental and school policies, particularly homework tasks
- To assess in line with departmental and school policies the ability of individual students; transfer that assessment to school records and to reports for parents; to communicate assessment details and data to tutors in preparation for parents' progress evenings
- To prepare and conduct assessments of students' learning as and when required, and submit data regarding students' progress into the school management information system.
- To liaise with others involved in supporting students' learning
- To develop and maintain links with subject and pastoral staff to support, monitor, assess and evaluate the progress of individuals
- To support students' social and emotional needs.
- To foster good relationships and liaison with parents/carers

### **Management of Information**

- To ensure the maintenance of accurate and up-to-date information concerning students' learning and progress.

### **Communication**

- To ensure effective communication/consultation as appropriate with the parents/carers of students

### **Additional Duties**

- To carry out duties as appropriate to the position of a teacher
- To carry out duties as appropriate to the position of a pastoral tutor

## **General**

**The duties and responsibilities highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post and the grade has been established on this basis.**

## **Health and Safety**

It is the responsibility of individual employees at every level to take care of their own health and safety and that of others who may be affected by their acts at work. This includes co-operating with the Trust and colleagues in complying with health and safety obligations to maintain a safe environment and particularly by reporting promptly any defects, risks or potential hazards. Specifically:

- To report any incidents/accidents and near misses to your line manager
- To ensure own safety and safety of all others who may be affected by the Trust's business

## Safeguarding

The Trust has a Child Safeguarding policy and procedure in place and is committed to safeguarding and promoting the welfare of all its students, each student's welfare is of paramount importance to us and you are expected to share this commitment. All staff will fully comply with the Trust's policies and procedures, attend appropriate training, inform the Designated Person of any concerns, record any potential safeguarding incidents appropriately.

## Person specification

	Essential	Desirable
Education/training	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• First degree or equivalent in a relevant subject</li> </ul>	
Experience	<ul style="list-style-type: none"> <li>• Experience of working with children within a learning environment (individuals/groups)</li> <li>• Evidence of recent professional development/training in the teaching and support of the subject</li> </ul>	
Aptitude and skills	<ul style="list-style-type: none"> <li>• Ability to work flexibly as part of a team</li> <li>• Excellent communication skills</li> <li>• Excellent organisational skills</li> <li>• Willingness to take responsibility</li> <li>• Ability to use own initiative</li> <li>• Resilient, mature approach</li> <li>• An appreciation of the value of learning</li> <li>• A desire to encourage all young people to succeed</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to initiate activities to enhance provision within the subject area</li> <li>• Willingness to keep up-to-date with local, county and national initiatives</li> </ul>
Personal qualities	<ul style="list-style-type: none"> <li>• Supportive manner</li> <li>• Enthusiasm</li> <li>• Sensitivity to students' needs /self-esteem</li> <li>• Willingness to further develop professional skills</li> <li>• Significant contribution to extra-curricular activities</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working with young people aged between 11-18</li> </ul>

### References:

References will be requested prior to interview, except for non-teaching roles where there are exceptional circumstances, and the applicant does not give consent to do so on the application form.

### DBS:

North East Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

An application for a DBS certificate will be submitted for all candidates once they have been offered the position. For posts in regulated activity, the DBS check will include a barred list check. During the recruitment process, any offences, or other matters relevant to the position will be considered on a case-by-case basis.

Any offer of employment will be subject to receipt of a satisfactory DBS Enhanced Disclosure.

**Pre-occupational health:**

Pre-occupational health check is an essential part of the selection and recruitment process to assess if any reasonable adjustments are required.

**Equal opportunities:**

We are an equal opportunity employer. We want to develop a more diverse workforce and we positively welcome applicants from all sections of the community.

Applicants with disabilities will be granted an interview if the essential job criteria are met.