



## St Francis Xavier's College

<b>Post Title</b>	<b>Teacher of Computer Science</b>
<b>Salary</b>	<b>M1 to M6 / UPS 1 to UPS 3</b>
<b>Reporting to</b>	<b>Head of Department</b>
<b>DBS Disclosure Level</b>	<b>Enhanced</b>
<b>General</b>	<ul style="list-style-type: none"> <li>● To uphold the Mission Statement of the college in keeping with the Catholic ethos.</li> <li>● To always work effectively in keeping with the stated aims of the Mission Statement.</li> <li>● To promote Gospel values with pupils, staff, families and Governors.</li> <li>● To act at all times in the best interests of pupils and staff, by carrying out the Professional Responsibilities outlined in STPCD.</li> </ul>
<b>Purpose</b>	<p>The appointed Teacher of Computer Science should be able to:</p> <ul style="list-style-type: none"> <li>● Demand high standards of work and behaviour from the pupils</li> <li>● Adopt a range of teaching strategies depending on the age and ability of the class.</li> <li>● Have an input into developing and co-ordinating schemes of work.</li> <li>● Attend Curriculum Team Meetings.</li> <li>● Commit enthusiastically in delivering Computer Science</li> </ul>
<b>Specific Responsibilities</b>	<ul style="list-style-type: none"> <li>● Plan and deliver lessons using a range of strategies to meet students' individual learning needs</li> <li>● Have a thorough knowledge and understanding of Computer Science, to include high level of programming (e.g.Python), Database design and Spreadsheet modeling</li> <li>● Prepare students for examinations, taking part in required standardisation and moderation activities</li> <li>● To analyse, assess, and evaluate performance data provided for own classes</li> <li>● To identify and take appropriate action on issues arising from data, systems and reports for individual pupils within their classes</li> <li>● Meet deadlines for reporting, marking and submission of assessment data, coursework, marks and forecast grades</li> <li>● Contribute to the development of schemes of work, self evaluation</li> </ul>

	and improvement planning ,and department policies as appropriate
<b>Using Information</b>	<ul style="list-style-type: none"> <li>● To analyse and evaluate performance data provided for own classes</li> <li>● To identify and take appropriate action on issues arising from data, systems and reports for individual pupils within their classes</li> <li>● To produce reports on the progress of pupils</li> </ul>
<b>Pastoral System</b>	<ul style="list-style-type: none"> <li>● To act as a Form Tutor and to carry out the duties associated with that role as outlined in the generic job description</li> <li>● To contribute to PSHCE, citizenship and enterprise according to school policy.</li> <li>● To implement the Behaviour Management system so that effective learning can take place</li> </ul>
<b>Safeguarding</b>	The Teacher must adhere to the College's safeguarding procedures at all times as outlined in the College's Child Protection and Safeguarding Policy and DfE guidance "Keeping Children Safe in Education"
<b>Additional Duties</b>	To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage and ensure staff and students follow this example.
<b>General Duties</b>	<ul style="list-style-type: none"> <li>● To undertake other duties and responsibilities as required by the Headteacher; commensurate with the grade of the post and within the Teachers' Standards and STPCD.</li> <li>● To fulfill all duties and responsibilities expected as a member of the school Pastoral team.</li> <li>● To fulfill all duties and responsibilities expected as a member of the Science Team</li> <li>● To be involved in whole school activities and events when necessary.</li> <li>● To be active in the development of the Catholic ethos of St Francis Xavier's College and to be fully involved in the Catholic life of the school.</li> <li>● Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.</li> </ul>

This job description should be seen as enabling rather than restrictive and will be subject to regular review. Specific responsibilities for the Teacher of ICT/Computer Science post may change to meet the needs of the school at any time.

<b>Signed (post holder):</b>	<b>Signed (Headteacher):</b>
<b>Date:</b>	<b>Date:</b>

***'St Francis Xavier's College is committed to safeguarding and promoting the welfare of children and young people and expects all staff, governors' volunteers and visitors to share this commitment.***