Post	Head of Computer Science
TLR	TBC
Responsible to	Member of SLT
Responsible for	Teaching and Support Staff working within the department
Liaison with	Headteacher, Deputy Headteacher, Assistant Headteachers, Support Staff, EMET staff, External Agencies, Parents/Carers, Governors

Job Purpose
- Inspire students to understand, interpret and evaluate the significance of developments in Computer Science
- Lead, manage and coordinate the strategic development of Computer Science within the school.
- Continually improve teaching by offering first class training and support to staff so that students learn more
- Be accountable for student progress and achievement in Computer Science so that students achieve their potential
- Oversee the intention and implementation of a high quality Computer Science curriculum
- Be accountable for promoting and safeguarding the welfare and personal development of students

Strategic Planning/Development
- Lead and support the development and implementation of the purpose, values, aims and strategic direction of the school
- Lead the process and development of the appropriate curriculum, resources, schemes of work, assessment/progress, marking polices and teaching and learning strategies in the ICT department which complements the school's strategic objectives
- Evaluate the impact of Computer Science teaching and make appropriate changes

Curriculum Development
- Ensure there is a high quality curriculum across all key stages and that the national curriculum is fully covered
- Respond to developments in the curriculum nationally, regionally and locally.
- Maintain accreditation with the appropriate examination and validating bodies.
- Ensure that students are trained to retain and retrieve curriculum learning when they need it

Staff Development
- Ensure that Computer Science teachers are supported and trained so that students learn more
- Seek feedback and opportunities to improve as a practitioner and as a leader
- Contribute towards the induction and mentoring of newly qualified teachers and provide support to those whose performances gives cause for concern
- Ensure the effective deployment of support staff/classroom support to ensure that ALL students learn well
- Establish clear expectations, motivate colleagues and promote an effective team through regular timetabled meetings.

Quality Assurance
- Evaluate the implementation and impact of Computer Science teaching so that support and training can be put in place where it is required to maximise student learning
- Invite and reflect on honest feedback without defensiveness
- Set appropriate targets for teachers as required to improve the impact of teaching
- Ensure that teachers know about any plans to improve teaching

Assessment and Progress
- Oversee the use of a range of assessment strategies including questioning, marking and formal assessment which result in students and staff getting the feedback needed for improvement
- Ensure that teachers use data about students to inform their teaching so that ALL students make good progress

- Assess and report on examination performance, as requested by examination bodies, curriculum areas and school procedures.

Communication and Liaison
- Communicate with colleagues in such a way that staff remain motivated and students learn well
- Ensure effective communication with parents/carers of students and other appropriate bodies.
- Represent the needs of Computer Science students and staff effectively within and outside school.
- Develop and coordinate effective subject links with partner schools and the local community, including attendance at appropriate events
- Promote the work of the department at appropriate school events.

Management of Resources
- Manage devolved resources including space, staff, money and equipment in such a way that students learn well
- Work with link SLT to ensure that the department's resources are deployed to maximum effect

Play a full part in the life of the school, to support its purpose, values, aims and ethos and to encourage staff and students to follow this example.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task may not be identified. Colleagues will be expected to comply with any reasonable request from the headteacher to undertake work of a similar level that is not specified in this job description.