



OUR LEARNING PHILOSOPHY



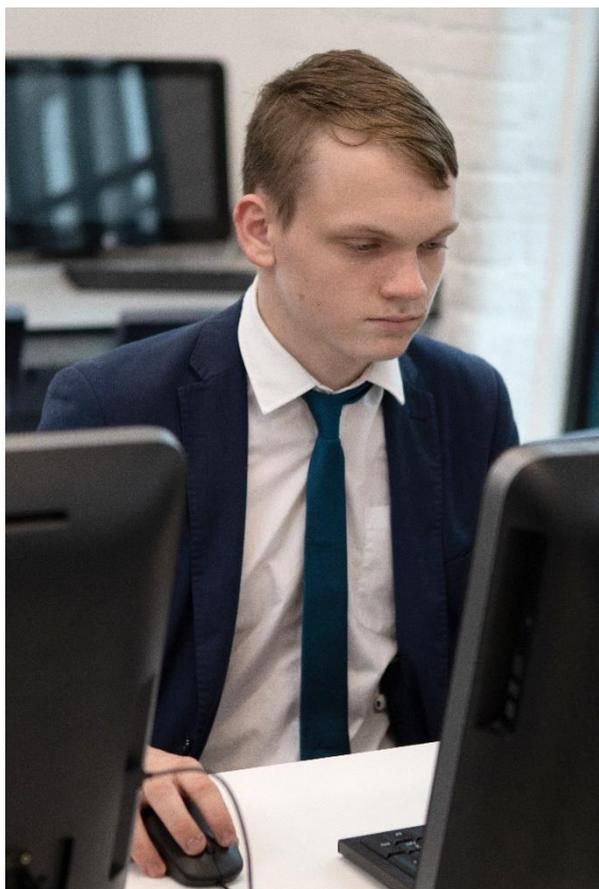
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Subject Lead Digital Technology
and Computing

Candidate information pack

Autumn 2021

Dear candidate,

Thank you for taking the time to find out more about UTC Swindon and the possibility of joining our amazing community! Included in this information pack is information about the school and the role of Subject Leader for Digital Technology and Computing.

This is an exciting opportunity to build on our current strengths in this specialist technical subject and to inspire and lead staff and students to further successes and career progression, delivering our vision of **“Transforming lives through learning.”**

We are proud of our consistent record of 100% of students being able to secure high quality destinations after their time with us in apprenticeships, higher education and employment.

As Subject Lead Teacher for Digital Technology and Computing, you will provide outstanding leadership, teaching and learning and inspiration, to ensure continued high quality outcomes for students. You will be joining an excellent staff team, both within UTCS and across Activate Learning Education Trust and will be supported to fulfil your potential.

We have excellent digital facilities, including our Fujitsu Hub and newly installed Esports Suite.

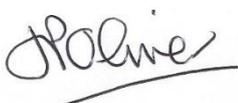
We work closely with partner employers and you will be responsible for leading and co-ordinating activities and projects with these organisations in order to provide a career pipeline for our students in the computing, programming and cyber security sectors.

If working in a more flexibly-minded and forward-looking school environment appeals to you, I would encourage you to make an application and see what we have to offer.

To apply, please complete the application form ([click here](#)) and return to Deb Lee, Admin Manager (dlee@utcswindon.co.uk), by **9am on Monday 10th January 2022**. For an informal conversation about the role, please contact me (joliver@utcswindon.co.uk) or by phone (01793 207921).

I look forward to meeting you.

Yours sincerely,



Jon Oliver
Principal

Job Description: Subject Lead for Digital Technology and Computing

Reports to:	Assistant Principal
Start date:	April 2022
Salary:	Teacher Main Scale (£25713 – £36961) + Leadership Allowance (£2500)
Contract:	Full-time (Permanent)

The role

The Subject Lead for Digital Technology and Computing will:

- Determine the strategic development of the Digital Technology, delivering high quality lessons for KS4 and KS5 specialist technical qualifications
- Be responsible for day-to-day operation of the Digital Technology and Computing department
- Provide professional guidance to colleagues, working closely with staff, parents and other agencies
- Fulfil the professional responsibilities of a teacher

Key duties and responsibilities

Strategic development of the Digital Technology and Computing Department

- Have a strategic overview of the provision of Digital Technology and Computing subjects at UTC Swindon
- Be responsible for monitoring and reviewing the quality of provision
- Contribute to the development of a clear strategic vision and direction for the continued development of quality of education in Digital Technology and Computing in the UTC through contributing to the development of relevant sections of the Whole School Development plan in consultation with the appropriate Assistant Principal
- Ensure the required policies are put into practice, and that the objectives of these policies are reflected in the department's Improvement Plan
- Maintain an up-to-date knowledge of national and local initiatives associated with the teaching of Digital Technology and Computing, which may affect the school's policy and practice in this area
- Evaluate whether resources are being deployed effectively within the department to ensure value for money whilst achieving positive outcomes for all

Operation and Coordination of the Digital Technology and Computing Department

- Provide guidance to colleagues on teaching students within the department
- Manage the department to ensure that funds allocated are appropriately spent to ensure teaching and learning is efficient and effective and the outcomes are positive
- Stay ahead of the game with regards to changes in curriculum specifications for all Digital Technology and Computing subjects to ensure they prepare UTC Swindon students for the world of work/continued study
- Analyse assessment data for students studying Digital Technology and Computing subjects
- Implement and lead intervention groups following the analysis of data to ensure all students are making progress in their subject area
- Work with our industry partners to create real world contextualised learning opportunities for students studying Digital Technology and Computing subjects
- Work with our employer engagement leads to innovate through project-based learning initiatives with industry partners
- Enable every student to become a successful independent learner in Digital Technology and Computing

Leadership and management

- Work within the UTC Extended Senior Leadership group to ensure the efficient and effective operation of the school
- Assisting in designing the curriculum offer for Digital Technology and Computing is appropriate for all students and is supported by high quality teaching, learning and assessment
- Assist in the recruitment of new staff to the Digital Technology and Computing department, in particular with reference to safeguarding
- Actively promote and deliver high quality appropriate personal and professional development of all staff, taking a lead with their own development
- Lead the Performance Management of relevant staff, so that achievement is celebrated and rewarded, as well as challenging and overcoming underperformance
- Extend the profile and network of the UTC to ensure opportunities for all Digital Technology and Computing staff to engage in cutting edge practice and innovation
- Work with the Extended Senior Leadership group to develop full school initiatives, share best practice and innovate through education

Person Specification: Subject Lead for Digital Technology and Computing

Qualifications	<ul style="list-style-type: none"> • Qualified teacher status • Degree • Professional qualifications associated with Digital Technology and Computing
Experience	<ul style="list-style-type: none"> • Digital Technology secondary school teaching experience of KS4 and KS5 (14-19 year olds) • Recent working in a curriculum team and achieving successful outcomes for students • Involvement in self-evaluation and development planning within a department • Leading and managing a group of staff to ensure high performance
Skills and knowledge	<ul style="list-style-type: none"> • Sound knowledge of current challenges within the educational sector along with changes coming in the future related to technical qualifications • Understanding and application of core Digital skills, including Cyber Security
Personal qualities	<ul style="list-style-type: none"> • Suitable to work with children and vulnerable young people • To have a passion for Digital Technology and Computing • To have a passion for learning and personal development • To enjoy working and inspiring young people • To have high expectations of self and others • To be flexible, resilient, work effectively under pressure and meet deadlines • To be confident • To have empathy, humility and a sense of humour • Capable of working independently and as part of a team

Other

This post is subject to an enhanced Disclosure and Barring Service (DBS) check.



Digital Technology and Computing at UTC Swindon

In this increasingly digital world, and with a significant skills gap in this sector, we believe that it is essential for our students to gain qualifications and experiences that will enable them to contribute to the UK's future programming, computing and cyber security marketplace.

At UTC Swindon, we provide exceptional facilities to expand students' horizons in Digital Technology, alongside activities and projects with major digital companies through our employer engagement programme. This supports our students' career aspirations, whilst meeting the recruitment needs of employers.

All students in KS4 study the **OCR Creative iMedia** qualification, with **OCR GCSE Computer Science** and the newly created **BTEC Level 1/2 Certificate in Esports** as options subjects.

Our KS5 offer is even more impressive, with students able to follow a purely Digital Pathway at Level 3, or combine with other Technical subjects or A Levels. Students are currently studying the following courses:

BTEC Level 3 IT
NCFE Level 3 Cyber Security
BTEC Level 3 Esports
AQA A Level Computer Science

In addition, students following our Digital Pathway are offered the opportunity to gain highly valued industry standard Microsoft Technology Associate suite qualifications





Being part of the Activate Learning Education Trust network

Activate Learning Education Trust (ALET) is a Multi-Academy Trust (MAT) established by Activate Learning in 2015.

We **transform lives through learning** by providing exciting and innovative education for young people by looking at how we learn as well as what we learn.

Activate Learning is the sponsor for Activate Learning Education Trust, which is run with the support of a number of industry and academic partners.

OUR VISION: “Transforming lives through learning.”

OUR MISSION: *To ‘transform lives through learning’ by igniting confidence, expanding opportunities, energising the community and generating prosperity. Through [our Learning Philosophy](#) and core values of empowerment, enterprise, connectedness and transformation, we will provide our students and staff with a safe and supportive environment in which to thrive and become independent learners.*

OUR VALUES: Empowerment, enterprise, connectedness and transformation

UTC Swindon Core Values

We endeavour to uphold and celebrate our core values at all times, in influencing our actions as a thriving community. These were developed through discussions with key stakeholders and are central to the way we work.

Consequently, we expect all members of our community to be **Respectful, Organised, Constructive** and **Kind** to others.



We know that great schools need great teachers, which is why we offer you the very best training and support at every stage of your career - from starting out as a trainee to running your own school.

In addition, all ALET staff benefit from access to the **Employee Assistance Programme (EAP)** to support their professional and personal well-being and we have created a culture that is much more flexible than most traditional schools. We have additional Wellness Days that are outside of the standard five INSET days, as well offering staff up to two further personal well-being days, should they be required.



ALET Safe Recruitment Procedure

We are committed to safeguarding and promoting the welfare of children and young people in our school. In order to meet this responsibility, we follow a rigorous selection process to discourage and screen out unsuitable applicants.

Disclosure

This post is classified as having substantial access to children, and appointment is subject to an enhanced police check of previous criminal convictions (DBS). Applicants are required, before appointment, to disclose any conviction, caution or binding over including 'spent convictions' under the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar individuals from employment – this will depend upon the nature of the offence(s) and when they occurred.

Reference checking

References from the previous and current employer will be taken up for shortlisted candidates, and where necessary employers may be contacted to gather further information.

Probation

All new staff will be subject to a probation period of twelve months (which may, in certain circumstances, be extended). The probation period is a trial period, to enable the assessment of an employee's suitability for the job for which they have been employed. It provides us with the opportunity to monitor and review the performance of new staff in relation to various areas, but also in terms of their commitment to safeguarding and relationships with students and our community.
