



THE
LOUGHBOROUGH
Schools Foundation

The foundation of a rewarding career

THE NURSERY
6 weeks - 4 years

FAIRFIELD PREP SCHOOL
Boys & Girls 3 - 11 years

THE AMHERST SCHOOL
Boys & Girls 4 - 18 years

THE GRAMMAR SCHOOL
Boys 10 - 18 years

THE HIGH SCHOOL
Girls 11 - 18 years





THE
LOUGHBOROUGH
Schools Foundation

We believe, with some justification, that there really is nowhere quite like the Loughborough Schools Foundation.



LOUGHBOROUGH
Amherst School

Boys & Girls 4 - 18 years



LOUGHBOROUGH
Nursery

6 weeks - 4 years



LOUGHBOROUGH
Grammar School

Boys 10 - 18 years



LOUGHBOROUGH
High School

Girls 11 - 18 years



We are a progressive, charitable Foundation comprising a Nursery, two complementary Prep Schools and three high achieving Senior Schools; The Grammar School for boys, The High School for girls and Amherst School, a non-selective, co-educational School, all sharing exceptional resources and one beautiful, extended campus in the heart of Loughborough.

Our Schools family embraces some 2,000 pupils and 750 staff engaged in giving and receiving an education to cherish.

An education where academic achievement is balanced by moral guidance, happiness, courtesy, opportunity and a tangible kindred spirit within which everyone is known, understood and valued.

Should you choose to apply for this important position, we look forward to welcoming you and helping you to discover more about the Foundation, its history and its future.



LOUGHBOROUGH
Schools Music



FAIRFIELD
Prep School

Boys & Girls 3 - 11 years







Loughborough and the East Midlands

Loughborough is a thriving university town of about 65,000 people (supplemented by 17,000 students in term-time) with a feel of a much larger conurbation. It has a strong sense of community and is very well provided for with amenities including two cinemas, museums, parks and a very wide range of shops and restaurants and a popular market on Thursdays and Saturdays. The three cities of the East Midlands (Leicester, Nottingham and Derby) are all half an hour away by car – less by train, and all include outstanding cultural and sporting venues. The town itself is surrounded by picturesque villages in the rolling Leicestershire countryside.

The East Midlands are extremely well connected to the rest of the country through an excellent network of transport links. Loughborough is 75 minutes by train from St Pancras in London, and the M1 lies only 3 miles from the town centre. East Midlands international airport is just to the North of the town. In addition, this is one of the rare regions in England where property prices remain at a relatively affordable level for teachers with young families.



THE POST

Head of Computer Science



THE ROLE

The main responsibilities for the Head of Computer Sciences are to lead and manage the Computer Science curriculum across the Foundation. The successful candidate will manage a team of highly motivated and outstanding professionals in the design and development of a modern Computer Science curriculum. The successful candidate will set the vision for the department and continue growing the subject across all four schools. They will have a significantly reduced timetable, allowing for them to spend time in each of the four schools, working with relevant staff and developing the curriculum.

E-safety also forms part of the current computing curriculum, and the schools are keen to retain this. The successful candidate will also have responsibility for co-ordinating with the designated school safeguarding leads to help ensure the e-safety aspect of the computing curriculum, works in unison with anything the schools are covering in PSHE.



ACCOUNTABILITY

The Head of Computer Science reports to the Director of Digital Strategy.



MAIN DUTIES & RESPONSIBILITIES

Leadership and Management

To promote the highest standards amongst the staff in the Department. This will include:

- The support, guidance, and monitoring of the work of colleagues in the Department.
- Following the performance management lifecycle including lesson observations and work trawls
- Establishing a vision for the computer science curriculum across the schools.
- Formulating a departmental development plan.
- Responsibility for the smooth and efficient running of the department, combining academic and skills-based leadership with effective administration.
- Effective delegation of departmental responsibilities as appropriate.
- Taking a significant role in terms of public relations and striving to present a positive image of the department and the Foundation within the wider local community.
- Chairing (at least) fortnightly departmental meetings to ensure that all colleagues receive appropriate training, information, and guidance.
- Ensuring the ongoing provision of varied co-curricular clubs in the broad field of Computer Science and ICT.

- Ensure the curriculum overview between age groups and schools allows for maximum engagement and progress. A focus should be made on creating a seamless transition within the curriculum as students move schools.

Academic

- To promote effective teaching, and a culture of sharing and mutual support between teachers.
- To maintain high standards of pupil work and behaviour in the Computer Science Department and around the schools.
- To keep up to date with national curriculum developments in Computer Science
- To encourage teachers to extend their range of teaching skills and pedagogy
- To construct and monitor schemes of work.
- To liaise with subject teachers on the progress of individual pupils; this should include the use and development of appropriate tracking information.
- To oversee the setting, monitoring, and assessment of homework.

Staff

The Head of LSF Computer Science is responsible for the management and welfare of Computer Science teachers. Duties will include but are not limited to:

- Taking a close interest in the professional development of Computer Science staff
- Carrying out the annual appraisal of staff within the department
- Overseeing departmental induction procedures for new staff in the department.
- Determining staffing requirements and oversee the appointment of new staff.
- Monitoring the professional standards of staff, including marking, preparation of lessons and classroom management: this will include classroom observation, work scrutiny and regular formal and informal support conversations.
- Organising internal departmental training as appropriate and authorise external INSET.
- Keeping all members of the Department informed of decisions.
- Overseeing that appropriate work is set for the classes of absent colleagues.

Administration

- Overseeing the planning and development of Departmental resources.
- Responsibility for the quality of departmental areas, including displays.
- Planning and managing of the Departmental budget.
- Provision of departmental information for curriculum booklets and the school's websites.
- Ordering of departmental resources.
- Handling public examination results, including answering parental enquiries, and providing comments, data and statistics as required.
- Preparing an annual review of departmental examination performance
- Taking responsibility for the Health and Safety of the department.



PERSON SPECIFICATION

- A proven track record of delivering outstanding results in Computer Science at both GCSE and A-Level
- Bachelor's degree (or equivalent) in a related subject
- Leadership experience in a school environment.
- A commitment to child protection and safeguarding.
- An understanding of the wider educational application of ICT across the age ranges
- Up to date knowledge of wider issues and developments in Computer Science
- Excellent communication and interpersonal skills, with the credibility to interact and influence teaching and support staff.
- Ability to build effective working relationships with members of department and colleagues throughout the institution.
- Ability to combine strategic thinking with practical implementation.
- Ability to work on own initiative, to plan, prioritise and lead.
- High standards of professionalism, confidentiality, and integrity.
- A sufficient level of technical IT expertise appropriate to the role.



TERMS AND BENEFITS

- Salary in line with teaching scales
- Management points awarded for extra responsibility
- Full-time, permanent
- Working on a green and comfortable campus
- Car parking
- Complimentary refreshments during the working day
- Cycle to work scheme
- Employee Assistance Programme
- Employer contributory pension scheme
- Subsidised private medical insurance
- School fee discount may be available for children attending one of the four schools in the Foundation, up to 50% (pro-rata for part-time employees). Please note discount is not available at the Nursery. If you would like further information please contact the Director of Finance.



HOW TO APPLY

Please visit <https://lsf.org/careers/vacancies/> and complete the online application form by 17 March 2023. You need to include your full employment history (including any gaps in employment/study).

If you have any questions, please contact HR; recruitment@lsf.org

The Foundation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.