Southfield School
Orbis Education Trust

Head of ICT and Computer Science

RECRUITMENT PACK

January 2026

About
Orbis Educational Trust

Orbis Education Trust was founded In September 2021 and comprises of:

Southfield School, 11-18 years of age, single sex (mixed sixth form), 1,200 place secondary school (Ofsted rating – Good, with outstanding features (April 23).

Kingsthorpe College, 11-18 years of age, mixed sex, 1,500 place secondary school (Ofsted rating – Good, December 2019).

Hunsbury Park Primary School, 4 – 11 years of age, 351 pupils, (Ofsted rating – Good, September 2022).

A fourth school will soon join the Orbis family; **Hanwood Park School**, 900 place secondary school.

Our mission is:
'To provide world-class education and extra-curricular activities, that empower every student to achieve their full potential. Through collaboration and innovation, we strive to create a learning environment that is inclusive, supportive, and challenging, and that inspires students to pursue their interests and passions.'

We are committed to closing the 'enrichment gap' and providing all students with a wider education to develop their life skills In our schools we have Combined Cadet Force (CCF) contingents (Royal Navy and Army), and extensive Duke of Edinburgh award programmes along with a broad enrichment offer.

We understand that every child is different and, therefore, encourage a culture of collaboration that embraces the views of students, parents/carers, staff and trustees. It is important that all stakeholders feel an integral part of the Orbis family.

As a trust, we are dedicated to working together to share best practices and resources and providing our students with a diverse range of opportunities that prepare them for success in whatever path they choose to follow.

Staff Wellbeing

We truly believe that our staff are our greatest asset. We start from a position of professional trust and empower our staff to be the best they can within their roles. We know our staff want to deliver the best possible experience and outcomes for our students and we see it as our duty to make sure the training, wellbeing and motivation we provide to our staff allows this.

We continuously review our benefits package to balance the importance of career satisfaction, development and achieving a balanced approach to work and personal time and commitments.

Professional development is at the core of any profession. We ensure that staff have every opportunity to develop their teaching throughout their career. Our schools have a professional learning afternoon each week that enables staff to focus upon up to date, research led and relevant Continuous Professional Development.

What we offer:

- A competitive salary;
- Healthcare scheme for staff members and their families;
- One early or late finish per fortnight for teaching staff;
- Automatic progression through pay points;
- Extensive Continuous Professional Development;
- An in-house Leadership Development Programme;
- Career progression opportunities, we will always recruit internally where possible;
- Competitive pension;
- Generous paid holiday entitlement (support staff)
- Opportunities for flexible working Including a nine day fortnight;
- Free parking;
- A staff wellbeing day during term time;
- Cycle to Work Scheme;
- Discounts on holidays and retailers;
- Collection and delivery of dry cleaning;
- Long service awards and social events;

JOB DETAILS

POST OF: Head of ICT and Computer Science

AT: Southfield School, Orbis Education Trust

SUMMARY OF ROLE: Drive forward the subject curriculum and profile across the school.

COMMENCEMENT: As soon as possible, depending on candidate's availability

CONTRACT TYPE: Permanent Full Time or Part Time

SALARY: Main/Upper Pay Scales, Plus TLR 2(1) £3,527 per annum plus £2,000 Recruitment Bonus

Joining
Southfield School

Southfield School has an enviable reputation, both locally and nationally, due to our established culture of high aspiration, high expectations and sustained academic achievement.

We are committed to providing a world class education that focuses on every student achieving their potential through a challenging and balanced curriculum, set within a calm, safe and stimulating learning environment. This is underpinned by our commitment to develop life long learning habits and personal characteristics through our shared values of optimism, resilience, balance, individuality and synergy.

We are preparing all of our students for a world of exciting possibilities. We believe that our school provides something unique and the perfect environment in which to flourish and grow.

At Southfield School, we want to instil certain habits and attitudes to enable our students to be more confident in their own learning ability. By becoming more effective learners, students will better concentrate, think harder and find learning more enjoyable.

Whilst exam results are exceptionally important we believe that it is also our duty to support our students to become lifelong learners.

From the very first day of year 7 we promote the idea that all Southfield students should aspire to be high level learners.

There is a vibrancy and an energy across our school. We firmly believe that Southfield School is successful because we work so well with each other.

Our commitment to staff development and well-being is structured so that our students receive the very best every day.

Southfield School aims to provide for the future needs of our students. Careers and types of employment opportunities are evolving continually. Some are yet to be created and so we see it as our obligation to prepare our students to be competitive in anticipation of the unknown. Therefore, our strong focus on academic attainment is equalled by our commitment to develop transferable skills and personal characteristics through the many opportunities we provide.

We provide an education that prepares our young people for a future in which they will need to be adaptable, resourceful and ethical in facing complex challenges. Being a Southfield School student will mean the chance to be successful and have a positive influence on the global community. We aim for all of our students to be able to make an impact and leave a positive imprint on the world. We nurture our students with the future in mind today.

Southfield School Is justifiably proud of Its well-developed enrichment programme.   Every week students take part In our 'Electives' programme In which they enjoy a range of physical/adventurous, creative and cultural activities. There are a similarly wide range of clubs and fixtures and a wide range of school trips.

The Royal Navy Combined Cadet Force (CCF) Contingent Is now well established and cadets enjoy a full programme of yacht and dinghy sailing, canoeing, kayaking and paddleboarding.

Finally, the Duke of Edinburgh (DofE) Award Scheme Is well attended at all awards levels, bronze, silver and gold; the expeditions take place both on foot and in canoes.

Head of ICT and Computer Science

We are looking for an inspirational and forward-thinking existing Head of ICT and Computer Science or an ambitious teacher to lead the evolution of the curriculum. This is an exciting time to be leading a subject that plays such a crucial role of preparing students for our increasingly digital world.

ICT is currently delivered to KS3 and covers a range of topics. Computer science is a new course we introduced in September 2024 at GCSE but we are keen to make this a key part of our curriculum offer at KS4 and KS5. The successful candidate would also be required to teach some science lessons at KS3 or above.

The school was accredited as World Class in July 2021 and as such, we are committed to providing a world-class education for every student through a well-designed and balanced curriculum. Our established culture provides a calm, safe and stimulating learning environment.

Ethical leadership is at the core of all decision making at Southfield. As such, staff are valued, treated with respect and afforded a diverse range of opportunities that come with professional trust. We place significant emphasis on working collegiately as a staff to share our expertise and subsequently enhance the learning experience with our students. Every member of the staff is involved in a variety of professional learning programmes that take place every Wednesday across the academic year.

You would be joining a friendly, hard-working team, with an ethos of collaborative planning and shared resources. With our trust growing, we are likely to have many more career development opportunities coming up in future.

The post will commence as soon as possible, depending on candidate's availability.

To apply for this role, please visit https://mynewterm.com/jobs/136976/EDV-2026-SSG-05616

Closing date for applications: 9.00am, Monday, 9th February 2026.
Provisional Interview dates Wednesday, 11th February 2026 and / or Thursday, 12th February 2026.

If this role attracts sufficient interest before closing date, we may decide to interview this vacancy at an earlier date, so an early application is advised. If you want more info about the role, please contact us at recruitment@orbismat.com or 01536 513063

Southfield School is committed to safeguarding and promoting the welfare of children. The successful applicant will be required to undergo enhanced DBS clearance. The school is committed to Equal Opportunities in Employment.

Job Description

Job Title: Head of ICT and Computer Science TLR 2(1)
Job Purpose: To take responsibility for Leading Teaching and Learning in their subject within school and ensure that a coherent curriculum is delivered to all students.
Responsible to: Senior Leadership Team

Leadership
Under the direction of the Senior Leadership Team:
- Be responsible for the learning and achievement and care of students within the subject area.
- Communicate the school and department vision compellingly in pursuit of world class status and in support of the school's strategic direction.
- Develop, embed and champion the school values.
- Lead by example, focusing on providing excellent education for all students.
- Lead on specific strategies relating to ICT and Computer Science.
- Monitor, evaluate and review the effectiveness of pertinent aspects of the Humanities SIP.
- Contribute and take responsibility for pertinent aspects of the Department SEF.
- Lead subject quality assurance procedures, undertake regular monitoring and review accordingly.
- Take an active role in preparation and participation of any external QA processes, e.g. Ofsted.
- Lead/collaborate on cross-school ICT and Computer Science curricula related initiatives.
- Build positive relationships with members of the school community.
- Keep up to date with developments in education generally and specifically relating to the teaching of ICT and Computer Science.
- Ensure relevant policies are reviewed against up to date legislation and DfE regulations.
- Seek training and continuing professional development to meet own needs.
- Ensure that the Senior Leadership Team is well informed about policies, plans and priorities for the subject, its success in meeting objectives and future development needs.
- Manage finances efficiently and effectively, ensuring appropriate value for money.
- Ensure that appropriate risk assessments are carried out to maintain a safe, effective and stimulating learning environment across the faculty.
- To lead aligned to the Ethical Leadership Framework.

Curriculum
Under the direction of the Senior Leadership Team:

- Ensure the ICT and Computer Science curriculums are well-planned and coherent for students of all abilities.
- Ensure that teachers and students understand the sequencing of the curriculum.
- Ensure the curriculum is delivered with pedagogical discipline.
- Use assessment to review the curriculum and inform planning.
- Ensure effective development of literacy, numeracy, and other cross-curricular initiatives within the ICT and Computer Science curricula.
- Provide guidance on the choice of appropriate teaching and learning methods to meet the needs of the subject and different students.
- Ensure the effective and efficient management and organisation of learning resources and equipment.
- Oversee moderation to standardise assessment.

Student Progress
Under the direction of the Senior Leadership Team:

- Support and challenge staff to raise standards of achievement.
- Use data effectively to identify students who are under-achieving and, where necessary, create and implement effective plans of action to support this cohort.
- Liaise with the SENCo to ensure that individual student needs are catered for within the Humanities curriculum and Individual Educational Plans are used to set up subject-specific targets as appropriate.
- Establish and implement clear policies and practices for assessing, recording and reporting on student achievement.
- Ensure the implementation of an effective behaviour policy (in line with the whole school policy) for students and promote positive behaviours and relationships.
- Report on progress to all stakeholders.

Establish a clear, shared understanding of the importance and role of the subject in contributing to a student's spiritual, moral, cultural, mental and physical development and in preparing students for the opportunities, responsibilities and experiences of adult life.

Managing staff

Under the direction of the Senior Leadership Team:

· Assist with the selection and recruitment of new teaching staff within the department.
· Line manage staff as appropriate.
· Offer CPD to non-specialist staff teaching ICT
· Contribute to the management of the work of support staff associated with the department.
· Performance manage line-managed staff carrying out appraisals, providing professional development opportunities, and holding staff to account for their performance.
· Be prepared to conduct capability systems as directed by the Headteacher, Deputy Headteacher, Assistant Headteachers or HR Manager.
· Create an ethos within which line-managed and department staff are motivated and supported to develop their skills and knowledge.

Modelling best practice for staff

Under the direction of the Senior Leadership Team:

· Demonstrate excellent performance against parts one and two of the teacher's standards: teaching and personal and professional conduct.
· Implement strategies and initiatives to share best practice with others across the school, developing confidence and skills in others.
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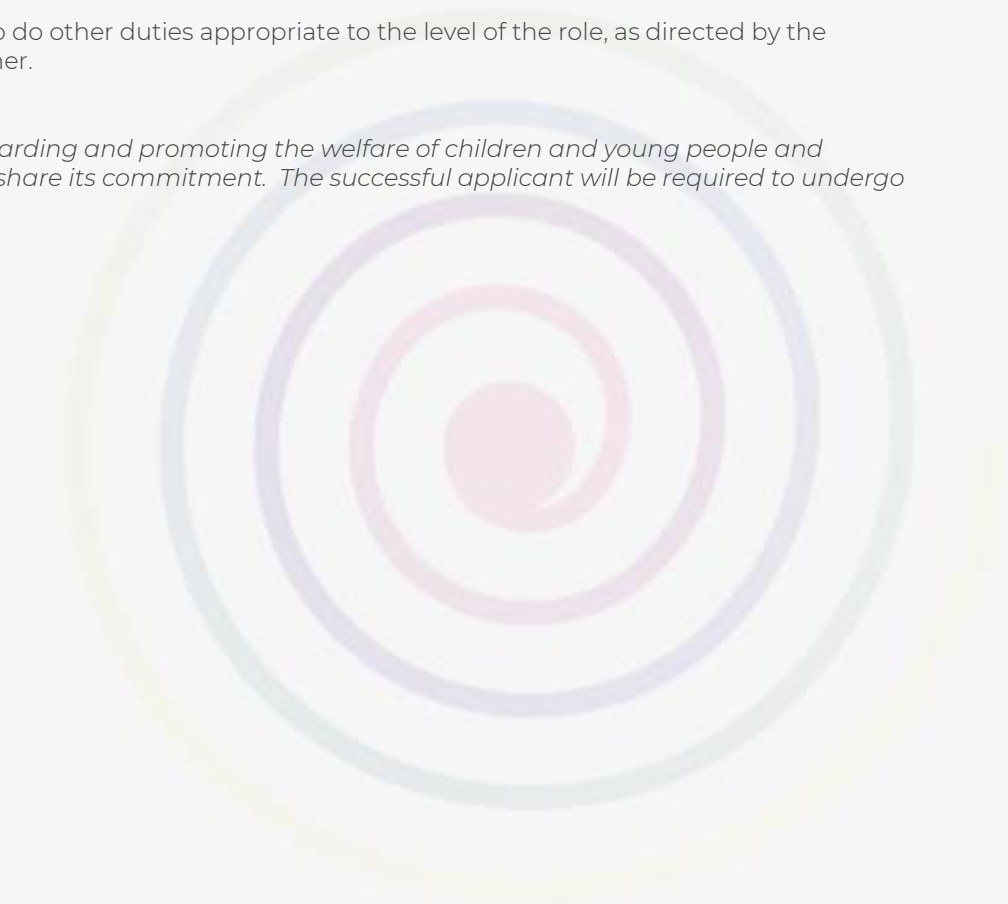
Systems and processes

Under the direction of the Senior Leadership Team:

· Contribute to the Humanities Department's systems, organisation and processes and ensure they are adhered to.
· Provide a safe, calm and well-ordered environment for all students and staff, focused on safeguarding students and developing exemplary behaviour.
· Implement systems for managing the performance of the subject, addressing any underperformance, supporting staff to improve and valuing excellent practice both within Southfield and within other schools in the collaboration.
· Work with the governing board as appropriate.
· Support strategic, curriculum-led financial planning to ensure effective use of budgets and resources.

Other responsibilities

The post holder may be required to do other duties appropriate to the level of the role, as directed by the Headteacher or Deputy Headteacher.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share its commitment. The successful applicant will be required to undergo enhanced DBS clearance

Person Specification

Attributes	Essential Criteria	Desirable Criteria
Education and Qualifications	• Degree in the appropriate subject • QTS/PGCE	• Experience of leading school based projects and/or initiatives • Participation in a leadership programme
Experience and Knowledge	• Proven successful teaching experience in a secondary school • Understanding and application of effective pedagogy. • Proven successful teaching experience at all Key Stages • Knowledge of the ICT curriculum for KS3 and the Computer Science curriculum for KS4 • Experience of using data analysis tools, value added measures and target-setting • Knowledge and understanding of developments in education	• Curriculum leadership experience • Experience of teaching in more than one school • Experience of budget management • Proven experience of leading change • Knowledge of the Computer Science curriculum at KS5
Ability and Skills	• An outstanding teacher • Ability to motivate and manage staff • Ability to motivate students of all abilities • Vision to move the department forward • Excellent communication skills • Ability to use ICT in all aspects of teaching and learning • Ability to prioritise and meet deadlines • Ability to prioritise and meet deadlines • Ability to formulate plans and to carry them out to effect change • Creative thinker and self-starter • Ability to teach Science at KS3	• Ability to teach Science at KS4/5 • Ability to teach Economics at KS5 or Business studies at KS4/5
Personal Characteristics and Aptitude	• Strong interpersonal skills • An effective team leader • Sense of humour • Resilience • A flexible approach	• Commitment to ongoing professional development

Suitability to Work with children	• Candidates must be able to undergo successful checks in line with standards for 'Safeguarding Children and Safer Recruitment in Education' • Appropriate and relevant references will be checked • Understanding and acknowledgement of the individual's responsibility for promoting and safeguarding the welfare of children and young persons for whom he/she has responsibility or with whom he/she has contact	
Equal Opportunities	• Able to demonstrate awareness and understanding of equal opportunities • Commitment to equal opportunities in the delivery of the curriculum	