



Appointment of  
**Head of Computer  
Science & ICT**  
(0.6FTE)  
Information for candidates

*“Simply the best school everyday.”*  
(Parent)

Independent Co-Educational School of the Year  
2024/25 (ISOTY)

# Introduction - “Simply the best school every day.” Parent

Ballard is a thriving co-educational day school from Nursery to GCSE, set in 34 acres on the Dorset/Hampshire border. Ballard’s dynamic leadership has turned ‘excellent & outstanding’ (ISI) into exceptional. Putting families first, Ballard pledged to absorb the VAT charge on school fees for the Spring and Summer terms in 2025, before phasing it in gradually over the coming years. With lots of exciting plans in place, there has never been a better time to join.

Ballard has been recognised, once again, by the prestigious Independent School of the Year Awards, winning their **Co-educational School of the Year Award 2024/25**. This follows Ballard reaching the finals for Sport in 2023 and Performing Arts in 2022. In 2025, we have won the ISA Award for Fine Arts and Design, retained our School Games Mark Gold status, and were finalists for the MTI Award for Musical Theatre Provision. Our Eco-Ambassadors also achieved Eco School’s Green Flag status with Distinction and took part in the recent COP30 summit, interviewing Professor Matt Frost for the COP30 Virtual Ocean Pavilion. As well as team success, individual pupils have succeeded in the academic world, Sport and the Performing Arts to a high level and our alumni include four Paris Olympians, three Olympic medallists, world champions, successful authors, actors, an international opera star, and a pop band amongst others. So, what makes an award-winning education?

We are already seeing excellent results, as Ballard continues to buck the national trend with half of all exams passed at the highest grades (9-7), more than double the national average and 14.3% at Grade 9, almost three times the national average. Almost 42% of pupils gained a Grade 9 in one or more of their exams. On average, each pupil achieved 0.88 of a grade higher than expected (based on their baseline assessment) in every subject, with 48% of pupils gaining on average, at least a whole grade higher per subject. Furthermore, we are still gaining enquiries from prospective parents across all age groups.

At Ballard, we believe abilities and intelligence are not fixed – all can flourish and excel when given the tools and environment to develop self-knowledge and resilience. We provide a vast array of opportunities, including over 175 co-curricular weekly activities, but it is how we empower and inspire our pupils to seize them, that we believe, sets us apart.

Co-education is at the heart of our inclusive philosophy. All pupils are equal - boys and girls learn with and from each other, through collaboration and lively competition. In an atmosphere of inclusivity and kindness, every child is stretched in their talents and encouraged to tackle what doesn’t come easily. Boy, girl, expert, novice - no subject nor interest is beyond reach.

We pride ourselves on our forward-thinking curriculum, providing an aspirational, academic and holistic education. Our staff inspire and guide our young people, challenging and supporting them in equal measure. The school’s drive to deliver a first-class education, with a close eye on the future, is shaping our ambitious investment and development plans.

Our pastoral care is rooted in kindness and respect and underpinned by Christian values. The Ballard family’s wellbeing is central to the ethos of the school. Our inclusive approach to school life values individuality and fosters generosity of spirit; our young people look out for each other and the wider community. Ballard educates the whole child, providing a wide range of sporting, cultural, artistic and

academic clubs and activities. Our aim is to ignite passions and develop skills, identifying and unlocking every child's inner genius.

It is an exciting time to be joining Ballard, with our Leadership Team moving the school forward with confidence. The school places great emphasis on supporting and developing its staff so that the best possible educational provision is provided throughout the three pillars of the school: Pastoral, Academic and Co-curricular.

***"Pupils are reflective and have high levels of self-esteem and empathy. They are highly successful in displaying these characteristics through academic study as well as the wealth of sporting, performing arts and extra-curricular opportunities in which they participate." ISI***



# Mission Statement and Aims

## Our mission:

To provide a supportive and caring environment for learning, and excellent teaching designed to ensure all pupils achieve their academic best.

## Our aims:

1. To identify and build on strengths to help each individual pupil reach their potential within a secure, caring community and to equip our young people to be well-behaved, resilient, rounded and resourceful members of society and prepared for their future working lives
2. To aim for academic excellence, so that each individual pupil may achieve his or her personal best. We believe all our pupils are entitled to an education that extends beyond the purely academic. Pupils are actively encouraged to take part in a wide range of artistic, creative, cultural, musical, sporting and other co-curricular activities.
3. To recognise the worth, dignity and contribution of each member of the Ballard Family and to foster self-discipline, self-esteem, mutual respect and co-operation within an atmosphere of friendship and trust promoting an appreciation of the needs and gifts of others.
4. To offer scope for spiritual, moral and personal development within a disciplined and mutually supportive environment which affirms Christian values.
5. To expect high standards of achievement by developing in pupils the ability to manage change, to think and research independently and communicate confidently and effectively.
6. To celebrate our achievements, gifts and diversity irrespective of individual differences.
7. To respond to the wider needs of society through community projects, charitable fundraising and outreach and by increasing awareness of local, national and world issues.



# Overview

Ballard School is seeking an inspiring and forward-thinking Head of Computer Science and ICT to lead the strategic development of digital learning across the school on a part time basis. This is an exciting opportunity for an enthusiastic educator to shape a modern, ambitious curriculum and champion innovation in a small but impactful department.

The successful candidate will provide academic leadership, curriculum direction, and high-quality teaching, ensuring pupils develop the digital literacy, computational thinking, and problem-solving skills needed to thrive in an increasingly technology-driven world.



# Key Responsibilities

## **Leadership and Coordination**

- Lead the vision, strategic direction, and development of Computer Science and ICT across the school.
- Coordinate the work of colleagues who teach Computer Science and ICT alongside their other subject commitments, ensuring consistency and high standards.
- Drive curriculum development, ensuring schemes of work are engaging, relevant, and aligned with whole school priorities.
- Promote a collaborative, supportive culture within the department.
- Oversee departmental resources, budgeting, and the effective use of digital technologies across the school.

## **Teaching and Learning**

- Deliver high quality, inspiring lessons that promote digital literacy, computational thinking, creativity, and real-world problem solving.
- Teach Computer Science and ICT across a range of age groups, including preparation for external examinations where applicable and oversight of Key Stage Two ICT delivery.
- Ensure lessons are inclusive, differentiated, and supportive of diverse learning needs.
- Embed safe, responsible, and ethical use of technology throughout the curriculum.

## **Curriculum and Innovation**

- Keep the curriculum current by integrating emerging technologies, industry trends, and practical applications.
- Lead the development of enrichment opportunities such as coding clubs, digital competitions, or STEM initiatives.
- Work with colleagues across the school to enhance digital learning and support cross curricular use of technology.

## **Assessment and Reporting**

- Implement effective assessment strategies that support pupil progress and inform teaching.
- Provide clear, constructive feedback to pupils and maintain accurate records of attainment.
- Contribute to school reporting processes, including parent consultations and written reports.

## **Wider School Contribution**

- Support the School's commitment to safeguarding and promoting the welfare of children.
- Uphold and model the values, ethos, and expectations of Ballard School.
- Promoting high standards of work and behaviour inside and outside the classroom.
- Contributing to the pastoral and co-curricular life of the school and carrying out the role of Form Tutor effectively.
- Carrying out the normal supervision duties as laid down in school policies.

# Person Specification

## Essential

- Strong subject knowledge in Computer Science and ICT.
- Proven teaching excellence and the ability to inspire pupils of all abilities.
- Experience or clear potential to lead curriculum development and departmental direction.
- Strong organisational, communication, and interpersonal skills.
- Commitment to continuous professional development and innovation in digital education.
- Ability to collaborate effectively with colleagues who teach across multiple subject areas.
- Experience teaching examination courses (e.g., GCSE Computer Science).

## Desirable

- Experience contributing to whole school digital strategy.
- Strong knowledge of Microsoft applications such as OneNote and TEAMS.
- Experience and / or desire to work as an examiner for GCSE level.
- Ability to support wider STEM initiatives or co-curricular programmes.

## Safeguarding

Ballard School is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and other third parties to share this commitment. The successful candidate will be subject to an enhanced DBS check, satisfactory references, and other pre-employment vetting procedures in line with safer recruitment practices.

## Equal Opportunities

The post holder must comply with and promote Equal Opportunities and avoid any behaviour which discriminates against others on the grounds of sex, disability, marital status, sexual orientation, age, race, colour, nationality, ethnic or national origin, religion, political opinion, trade union membership.

## The Appointment

- This is part time position of 0.6FTE, salary on the Ballard Pay Scale dependent on experience, plus an allowance for Head of Department.
- Normal School hours are 8.30am – 5pm, Monday to Friday with an 8.15am briefing every Monday morning. A full-time staff member would run 3 afterschool activities until 5pm, on the other two days, staff can generally leave at 4.00pm. This is pro-rated for part time staff and days/hours for this role will be dependent on the timetable, but likely to be Monday to Wednesday with 2 or 3 afterschool activities.
- Contributory pension scheme with 16% employer contribution.
- School lunch and refreshments are available for all staff during term time.

# Applications

## How to apply:

Applicants are asked to complete a Teaching Application Form, along with their letter of application, and send it, addressed to the Headmaster ([recruitment@ballardschool.co.uk](mailto:recruitment@ballardschool.co.uk)), to arrive no later than **9.00am on Monday, 23<sup>rd</sup> February 2026**.

Working Hours: 0.6 FTE – likely to be Monday to Wednesday  
Interviews: To be confirmed  
Start date: September 2026

**The school retains the right to interview and appoint at any time during the application process, so early applications are strongly encouraged.**

Shortlisted applicants will be invited to the school for interviews and will also have the opportunity to see the department, meet departmental staff, and demonstrate their teaching skills in the classroom.

Ballard School is committed to safeguarding and promoting the welfare of children and young people and expects all employees to share this commitment. The successful applicant must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (Enhanced Disclosure). As part of the referencing process, the school will undertake digital screening, including online searches of candidates and any potential matters of concern will be discussed with the candidate.

This post is exempt from the Rehabilitation of Offenders Act.

The successful candidate will be required to complete and sign a medical form.

**Ballard School is committed to Equal Opportunities and welcomes applications from all sections of the community.**

For further details and an application form, please visit: [www.ballardschool.co.uk/vacancies](http://www.ballardschool.co.uk/vacancies)



Co-educational School of the Year 2024