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FRAMWELLGATE
SCHOOL DURHAM



Framwellgate School Durham

Network Manager

Candidate Information Pack

**Salary – FSD10 points 27-29
(£35,745 - £37,336)**

Permanent

Full Time

All year round

Start Date – as soon as possible



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We wish to appoint a highly motivated, ambitious, and reflective Network Manager to contribute to our support team, providing a critical service in the maintenance and sustainability of the school network. Over the last six years we have assembled an excellent group of senior leaders, teachers and support staff who have had a significant impact on the quality of teaching and student outcomes. With an aspirational culture, and a commitment to evidence informed teaching, we want to achieve more. We were judged "Good" in all areas in our last Ofsted inspection (July 2021) and student outcomes are strong and improving as we recover from the pandemic. Our 6th form outcomes are amongst the best in the region. We have made significant improvements to our curriculum, teaching, and professional development programme.

Framwellgate School Durham is an 11-18 non-selective secondary school and Single Academy Trust. The school roll has increased by 35% over the last six years, and we now have more than 1300 students who attend the school. We will move into a fantastic new building in 2025, at which time our PAN will increase to 1600.

The successful candidate will possess subject expertise alongside energy and enthusiasm. They will believe that every young person deserves the very best education. A commitment to raising achievement, and a willingness to learn, train and develop further as a teacher are all essential. We can offer you an environment where student behaviour is excellent, prior attainment levels are amongst the highest in the North-East, and our students and staff are a pleasure to work with. With over 20 new teachers, including many ECTs, appointed over the last three years, we have quickly become a vibrant and exciting school in which to start or develop your career.

Queries and applications should be submitted to Executive Assistant, Fiona Thompson at Thompson.f@framdurham.com

Key Dates

The closing date for applications is Wednesday 28th February 2024 at 9.00am

Shortlisting and interviews will take place shortly afterwards

Framwellgate School Durham is committed to the safeguarding of children and young people. An enhanced disclosure from the DBS and barred list check will be required for this post, together with completion of a pre-employment health questionnaire.

**The Excel Academy Partnership
at Framwellgate School Durham
Newton Drive**

Durham

DH1 5BQ

Tel: (0191) 3866628

Email: Thompson.f@framdurham.com



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Letter of Welcome from Andy Byers, Headteacher



Dear Applicant

I am delighted that you are interested in this post. Framwellgate School Durham (FSD) is a fantastic school, with excellent leadership, teaching, and support for our students. You will be joining us at an exciting time as work begins on our new building, scheduled for opening in Spring 2025 or soon after. The school is unrecognisable from the one I joined six years ago with over 40 teachers appointed in that time, an expanded pastoral and support staff team, a larger roll, improved outcomes, and a very positive Ofsted inspection report in July 2021.

The basis for our improvement has been creating the conditions which allow teachers to teach at their best. Student behaviour is excellent, and we put a great deal of emphasis on ensuring that staff can work in an environment where students want to learn. The strength of the school has always been its caring ethos and strong community links, and these remain. By introducing systems to manage behaviour, rewards, assessment, marking, and teaching, and with a vibrant curriculum and an ethos which focuses on academic excellence, respect, and kindness, we have made huge strides in transforming the school over this period. Our Ofsted inspection in July 2021 recognised this positive change as we were awarded Good across all categories.

I am looking for staff who are passionate about what they do, have excellent subject knowledge, and are reflective practitioners. I think this is an incredible opportunity and hope you will too; you must be able to work in effective teams and demonstrate resilience, humour, and enthusiasm. You must never settle for second best. I will guarantee you our time and support and a fabulous place to come to work every day.

In your application, please focus on what makes you an network manager. Make me feel like I am reading about you; try not write a generic letter which ticks the boxes but doesn't tell me about your values or what you are like as a network manager or colleague.

Finally, one of you reading this will become a network manager in a fantastic school. You'll love it. Good luck with your application.

Yours faithfully,

Andy Byers

Headteacher

February 2024



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About the school

Framwellgate School Durham (FSD) is an 11-18 school which was granted academy status in 2011. There are over 1300 students on roll including 180 in the Sixth Form. Our roll has grown by 35% in recent years and is projected to increase further still as the sixth form grows and our new building opens in 2025. Our PAN will increase to 1600 at this time. The school serves the population to the north of Durham city, primarily from the Newton Hall estate, but we attract students from a wide surrounding area and over 20 feeder primary schools. We are a high achieving 11-18 academy with a strong track record in both provision and outcomes. We are fully committed to the students in our care, and work to ensure that both the pastoral provision and quality of teaching is the very best.

Aims and ethos

Framwellgate School Durham is an inclusive comprehensive school with high expectations of both our staff and students alike. In the Spring of 2018 we consulted students, staff and parents, and re-evaluated our ethos; the result of this exercise was an ethos statement (below) which emphasises compassion and kindness and places the well-being and happiness of our students alongside academic achievement. A new school uniform was introduced in September 2018 and students wear this with pride.

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Our school promotes academic excellence and embraces the shared values of honesty, integrity, respect, and compassion. We want our students to be ambitious, kind, resilient and hardworking, and have a genuine passion for learning. We want them to change the world with the knowledge, skills and confidence they have learned here; to champion fairness, have friendships for life, and pride in our school. Above all, we want our students to be happy.

The curriculum

We are committed to providing a rich academic curriculum which responds to the needs of the individual student, whilst ensuring access for all to a broad and balanced range of educational experiences. For many students, this means learning with us from 11 to 18. We view this as a continuous, coherent journey and see one of the most important functions of learning, during any key stage, as being to prepare students for the next one. Our curriculum is carefully planned and sequenced and taught by subject specialists.

We recognise that whilst all our students have needs, some have more significant barriers to learning. We are an inclusive school, and through the work of the Achievement Centre, we seek to remove or minimise any barriers to learning that our students may have, be they emotional, physical, or academic.

At Key Stages 4 and 5, students receive options guidance linked to future aspirations, and we offer a significant number of GCSE, A Level and BTEC/OCR courses which meet the needs and interests of all our students. Nearly all our Year 13 students go on to university, most choosing to study at Russell Group universities.

Pastoral Care and Support

Pastoral care is a strength of the school. This has been recognised by Ofsted in all its recent reports. All students are placed in tutor groups and remain with their tutor group (and their tutor) as they move from Year 7 to 11. The tutor is the first port of call for all students. We place a real emphasis on good student behaviour and believe that teachers can't teach, and students can't learn, unless behaviour in the classroom, and around school, is excellent. We have effective and robust systems in place to manage behaviour.



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Teaching and Learning

Having established robust systems to manage various aspects of school life, and a broad and balanced curriculum, we have spent the last few years developing and improving our classroom practice. We place a very high priority on developing our staff professionally. Middle leadership training has been a strong focus and there is an extensive programme of CPD opportunities which seeks to support all staff, identify their development needs, and help them to improve their practice. We now have regular collaborative planning time for all departments, to allow them to work together to plan exciting, engaging, and effective lessons and our weekly CPD programme for teachers is rightly regarded as a significant strength of the school

We aim to ensure that our teaching stretches and challenges students, and we are increasingly research-led. We don't ask teachers to follow a prescribed learning cycle, but we have invested a significant amount of time on training and CPD and have embraced Rosenshine's principles in planning the key ingredients of a good lesson.

The development of teaching is supported through a supportive appraisal process (no data-driven progress targets and objectives linked to improving professional practice), and lesson drop-ins and learning walks. The support for ECTs is exceptional and we have other training strands for QTs and those aspiring to middle and senior leadership. We have supported many colleagues to complete NPQs and we use external consultants (primarily Tom Sherrington and Phil Keay) to support our teaching and leadership development.

Ofsted

Ofsted does not determine our practice, nor does it dominate our thinking, but we were delighted that our inspection in July 2021 resulted in us being designated a "Good" school in all categories. The inspectors noted that:

- The headteacher has sustained efforts to improve the school. As a result, the school now provides a good quality of education
- Parents are overwhelmingly supportive of the changes made. They praise the improvements in behaviour and the academic rigour that is now firmly in place
- Leaders show strong moral leadership. They do not shy away from difficult issues. They have opened up debate about sexual harassment between pupils. They do not tolerate derogatory or racist language.
- The arrangements for safeguarding are effective.
- This is a caring school. Leaders have appointed more pastoral staff and a family liaison manager so that they can respond more effectively. Leaders have fostered a strong safeguarding culture.
- Teachers receive a rich diet of training and professional development. This has helped to retain new teachers to the profession. The training received has improved teachers' practice.

The website and social media

Our website (www.framdurham.com) gives an insight into the school and I would encourage all prospective applicants to look at it, especially the curriculum information about what we teach in each subject. Many departments have an active twitter (X) account, and you may be interested in the Headteacher account (@framheadteacher) and school account (@fram_official).



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Finally

We can offer the successful candidate:

- A great school to work in with huge capacity for change;
- A talented and committed staff dedicated to securing the best outcomes for our students;
- A vibrant local community, loyal to the school, with very strong relationships between staff, students and parents;
- The opportunity to help FSD improve further and put staff at the heart of this improvement.

Good luck with your application.

Andy Byers
Headteacher
February 2024



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Job Description

Post Title	Network Manager
Main Purpose of the Role	To develop and maintain the school's ICT network and provide timely and efficient ICT support to both teaching and non-teaching staff, ensuring that all ICT equipment is functional and fit for purpose.
Main Duties and Responsibilities	<p>General</p> <ul style="list-style-type: none"> • Lead the ICT and printshop teams, monitor and review their performance and manage their staff development • Manage the printshop and resources service • Project manage the development of the network infrastructure to achieve the best possible network performance • Develop, implement and monitor standards for network security, documentation and change control • Develop and maintain standards for the operation of the network from implementation to back up • Liaise with external consultants/suppliers on overall network topology, design and implementation • Training and supervision of ICT technicians • Management of the school administrative systems, ICT finance systems and database applications and communications systems (e.g. Office 365) • Implementation of whole school policies on data protection, ICT resource management, internet acceptable use and monitoring • Procure ICT and AV equipment as required to fulfil the school's requirements and hold responsibility for the associated budgets • Production of audits and reports on ICT use and costs, demonstration of best value principles applied to the provision of ICT products and services • Training for staff on the use of a wide range of general purpose and office related activities • Set up and maintain student and staff emails. • Identify faults before they impact availability and liaise with vendors in order to diagnose and remedy any findings. • Carry out routine maintenance checks ensuring that the firewall, and restricted access filters are performing efficiently and correctly in accordance with the school's Internet policy. • Support and maintain classroom IT equipment and other learning resources throughout the school by: <ul style="list-style-type: none"> o Maintaining IT systems so that they are fully operational including ensuring compliance with vendor updates and patches. o Installing software as required. o Providing telephone and deskside support to all users and/or guests. o Regular proactive preventative maintenance. • Oversee the audit of software (including licences), hardware and maintain accurate records in terms of inventory, identification and configuration. • Act as a source of knowledge and advice on the compatibility of new operating system releases with existing systems and hardware. • Be familiar with industry developments and identify relevant advancements; <ul style="list-style-type: none"> o suggest ways these could be incorporated into existing systems with the



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	<ul style="list-style-type: none"> ○ emphasis on compatibility and suitability in a school environment ● provide ICT support as required to the Sjøvoll Centre
General responsibilities of all staff	<ul style="list-style-type: none"> ▪ Safeguarding, Equality & Diversity and Health & Safety <ul style="list-style-type: none"> ○ To safeguard and promote the welfare of children for whom you have responsibility or come into contact with, to include adhering to all specified procedures. ○ To comply with Health and Safety policies, organisational statements and procedures, report any incidents/accidents/hazards and take pro-active approach to health and safety matters in order to protect both yourself and others. ○ To comply with the school's requirements for safeguarding and vetting checks. ▪ Other <ul style="list-style-type: none"> ○ The post holder may be required to undertake any other duties as directed by their line manager, commensurate with the grade and level of the role. ▪ Compliance with Policies <ul style="list-style-type: none"> ○ The post holder is required to comply with all school policies, including the no smoking policy.

Person specification

Category	Essential	Desirable	Method of Assessment
Qualifications	<ul style="list-style-type: none"> ▪ GCSE English and Maths A-C or equivalent 	<ul style="list-style-type: none"> ▪ Hold a recognised computer or network qualification at NVQ level 4 ▪ Microsoft certifications will be taken in to account but are not essential 	<ul style="list-style-type: none"> ▪ Application form and interview
Experience	<ul style="list-style-type: none"> ● Experience of effectively managing a team ● Experience of working in a similar role. ● Experience of procurement and budget management ● Configuring computer hardware and software and managing projects ● Experience of disaster recovery and business continuity planning ● Experience of providing technical support and administration of: <ul style="list-style-type: none"> ○ Firewalls ○ Windows Servers ○ Windows clients ○ Microsoft 365 and Azure AD ○ Cisco networks 	<ul style="list-style-type: none"> ● Experience in use of SIMS ● Considerable experience in Network management in a school environment ● A working knowledge of classroom audio and visual equipment. 	<ul style="list-style-type: none"> ▪ Application form ▪ Interview



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	<ul style="list-style-type: none"> ○ Experience of VM Ware ○ Experience of On premises backup and cloud backup. 		
Essential Knowledge	<ul style="list-style-type: none"> ▪ Understanding of client/server architecture ▪ In depth knowledge of computer systems/networks and a range of software applications ▪ Understanding health, safety and welfare regulations and best practice affecting ICT ▪ Understanding Data Protection requirements. 		<ul style="list-style-type: none"> ▪ Application form ▪ Interview ▪ Test
Essential personal attributes and practical qualities	<ul style="list-style-type: none"> • Outstanding communication skills • Excellent organisational skills • Ability to lead and manage a team, and effectively coach, appraise and mentor others. • Ability to prioritise and delegate effectively. • Ability to identify own and others' training & development needs and cooperate with appropriate individuals to address these. • Exhibit strong inter-personal skills and excellent customer care skills. • Exhibit strong inter-personal skills and excellent customer care skills. • Ability to prepare reports and present to SLT / governors as and when required. • Willingness to work flexibly when required. 		<ul style="list-style-type: none"> ▪ Application form ▪ Interview ▪ References

The Application Process

Please complete the Application Form available from our website.

Guidance on completing the application form:

Candidates are requested to complete the application form in full. Section B requires you to set out thorough evidence of how you meet the criteria included in the person specification. This will be used in the shortlisting process. This section should be no more than 1,000 words.

Your completed application form should be emailed 'in confidence' to Thompson.f@framdurham.com by **9.00am on Wednesday 28th February 2024**. All applications will be acknowledged by email. Please DO NOT upload your application to the website on which this post is advertised and please note that we do not accept CVs.

Key Dates

The closing date for applications is Wednesday 28th February 2024 at 9.00am

Shortlisting and interviews will take place shortly afterwards

If you have any queries prior to submitting an application please contact Fiona Thompson, Executive Assistant at Thompson.f@framdurham.com.