



IT OPERATIONS MANAGER

The following brief details are provided to give applicants information about the school. We recommend that you also look at our website.

THE SCHOOL

Oxford High School is one of twenty-six independent schools administered by the Girls' Day School Trust (GDST). The school was founded in 1875 and moved to its present site in 1957. The GDST has its own bursary and scholarship scheme.

The school has enjoyed a national reputation throughout its long history. Academic standards and results are exceptional. In 2014 at A level 32.03% were Grade A*, 75.39% of entries were Grade A*/A, 95.31% Grade A* to B, with a pass rate of 100%. The average UCAS points score per candidate was 448.63. At GCSE 68.44% of all entries were Grade A* and 90.07% were Grade A*/A.

We are justifiably proud of the school's academic achievements but equal emphasis is placed on participation in the performing arts, sport, charity and community work, and the development of social and leadership skills.

Oxford High School is located on three sites. There are approximately 900 pupils in the school which accepts girls aged 4 – 18 years. The Junior School is to be found on two sites; at 90 Woodstock Road and 1 Bardwell Road. There are approximately 320 children in the Junior School. The Senior School is at Belbroughton Road where approximately 580 girls (including 158 in the sixth form) aged 11 - 18, are educated. The school has its own admissions procedures.

Junior girls generally transfer to the Senior School for the next phase of their education at Oxford High School. All girls are entered for GCSE, AS and A2 level examinations. 100% of sixth formers go to university, generally the leading research-intensive institutions, in the UK and in the USA. Typically over 90% of applicants secure places at their first choice university and typically 20% to 30% of applicants secure places at Oxford and Cambridge.

Facilities on all three sites are excellent and resources are extensive. There is an indoor swimming pool at the Senior School, which provides swimming for the whole school and dedicated specialist areas which are well resourced, attractive and well-maintained. Since July 2009 the Senior School has undergone a major £9 million building programme to provide: School Hall, Dining Hall, Library, Drama Studio, Admin Centre, Lecture Theatre, Modern Languages Centre.

We provide excellent backup for all new staff with full induction and support. Our three staff common rooms are very friendly and welcoming.

Applicants are urged to familiarise themselves further by viewing our website www.gdst.net/oxfordhigh to obtain a sense of the atmosphere of the school and the huge range of activities, events etc.



INFORMATION TECHNOLOGY

We are looking for an IT Operations Manager to lead the IT Services Department at Oxford High School. IT is central to the whole process of teaching and learning and the IT department provides the essential grounding in IT skills that pupils need for all their other subjects and it continues to support both pupils and staff in the application of those skills in all aspects of their school life.

Resources

Oxford High School's network is based on Windows 7 PCs with MS Server 2008/2012 servers with MS Office 2010 Professional, and subject related software. Oxford High School has 260 networked PCs, and 380 laptops/tablets/iPads available for staff use and teaching. The computer network infrastructure extends to every corner of the school and both hardware and software are constantly being upgraded or replaced by the latest technology. All classrooms have a PC and digital projector and in the Junior School Interactive Whiteboards. An Enterprise wireless solution is operational on all sites, and we use Airwatch as an MDM solution.

There are two main IT teaching rooms at the senior school which respectively house 20 and 28 dedicated PCs for teaching with a bank of 5 laptops. We have a managed printer solution at the senior school consisting of 1 x Cannon printer, 4 x Sharp colour, and 9 x Sharp mono multi-purpose printers

The library contains an additional 70 laptops and 2 PCs for private study and the Heritage computerised Library system.

The science area has a dedicated area with 8 PCs running science programs and facilities such as video capture.

There is also a sixth form science classroom with a bank of 15 laptops available for use with wireless connections.

Some areas have specialist hardware requiring dedicated PCs, such as Geography for a dedicated weather station and Physics for a wind tunnel.

There are also banks of laptops in the Drama area, English/Music area, Geography/RS/History area and DT block at the senior school as well as two banks at the Junior School which also have 100 Android devices.

There are 7 OneLan digital signage screens at the senior school and 2 at the Junior School.

The OHS network connects to the GDST Wide Area Network via Timico's data centre that is joined to all other GDST schools giving filtered access to the Internet and MS O365 e-mail.

STAFF RESPONSIBILITIES

All appointments to the staff are subject to the satisfactory completion of a medical questionnaire at the time the post is offered and also to a police check in accordance with advice from the Department for Education and the Home Office where posts involving access to children are involved.

OXFORD HIGH SCHOOL GDST



A free lunch will be available during school term on days when you are required to work before and after the lunch break. There is a limit on this entitlement.

The Staff Common Room has a 'No Smoking' policy and all staff are expected to observe a 'No Smoking' rule throughout the school buildings and grounds at all times.

SALARY AS PER GDST SCALE

GDST Grade 5- £29,877– £33,534 full time

Full time, all year

ENCLOSURES: Application form

Form S2 - Safeguarding and Promoting Welfare Policy Statement: Disclosure
of Criminal Background of Those with Access to Children

Job Description

Person Specification

2014 exam results

Equal Opportunities Monitoring Form

The GDST is committed to fair recruitment and selection and to appointing on merit, in accordance with procedures which take statutory requirements, and best practice into account.