



POSITION: Self Employment and IT Teacher

ABOUT US

East Hall School is a unique and growing specialist SEMH school based in rural Hertfordshire, with a strong emphasis on the outdoors, relationships, connection and preparation for life beyond school.

As we develop across multiple sites, our priority is to ensure that every part of East Hall School remains rooted in the same shared ethos: creating safe, nurturing and ambitious environments where young people can reconnect with education, build confidence in themselves and others, and develop the skills they need to participate successfully in the world around them.

We are committed to providing an outstanding educational experience alongside highly individualised social and emotional support. Our curriculum is carefully planned, ambitious and responsive to the needs, interests and aspirations of each student. We recognise that academic progress is most meaningful when young people feel safe, understood and ready to learn.

Our approach is relational and child-centred. Emotional wellbeing sits at the heart of East Hall School, and we place great importance on connection — with trusted adults, peers, animals, the natural environment and, importantly, with oneself. We believe that strong relationships create the foundation from which learning, independence and personal growth can develop.

The majority of our students have an Education, Health and Care Plan (EHCP), and many have experienced significant barriers to education, including trauma, disrupted placements and periods of disengagement from school. We understand that successful education for these young people requires more than simply returning them to a classroom.

As East Hall School continues to grow, we remain committed to retaining the individualised, relational approach on which the school was founded. Our multi-site model enables us to broaden the range of opportunities available to students while maintaining the sense of community, consistency and connection that defines East Hall School.

Our aim is not simply for students to succeed at school, but to leave East Hall with the confidence, qualifications, relationships and practical skills they need to build fulfilling and successful lives.



BASIC INFORMATION

JOB TITLE	Self Employment and IT teacher	DEPARTMENT	Whole School
SUPERVISOR	Headteacher		

Overview of Role:

The Self-Employment and IT Teacher will deliver a broad and practical digital curriculum across Key Stages 3 and 4, alongside an innovative Key Stage 5 pathway focused on self-employment, entrepreneurship and enterprise.

At Key Stages 3 and 4, the postholder will develop students' core IT and digital skills, including the basic competencies required to operate confidently and safely in education, employment and everyday life.

At Key Stage 5, the role will combine IT, Digital Functional Skills and enterprise education to equip students with the practical, digital and personal skills required to explore self-employment and entrepreneurship as realistic future pathways.

The postholder will support students with SEMH, SEND, disrupted education and varying levels of prior digital experience through highly individualised and practical teaching.

KEY RESPONSIBILITIES:

Key Stage 3 and 4 IT

- Plan and deliver engaging IT lessons across Key Stages 3 and 4.
- Develop students' confidence and independence in using technology.
- Teach core digital skills from individual starting points.
- Identify and address gaps in students' prior IT knowledge.
- Ensure students develop practical skills that transfer to further education, employment and everyday life.
- Adapt teaching to meet individual SEMH and SEND needs.

Core Digital Skills

Teach students practical digital skills including:

- Word processing.
- Spreadsheets.
- Presentations.
- Email and digital communication.
- File and folder management.
- Online research.

- Digital organisation.
- Cloud-based systems.
- Online forms and applications.
- Safe and responsible use of technology.
- Password and account security.
- Recognising scams, phishing and online fraud.
- Appropriate use of AI and emerging technologies.

Digital Functional Skills

- Deliver Digital Functional Skills or equivalent digital-skills qualifications where appropriate.
- Assess individual starting points and identify learning gaps.
- Prepare students for relevant external assessments.
- Develop practical digital skills in realistic contexts.
- Support students to demonstrate digital skills independently.
- Work with the Exams Officer regarding registrations, assessments and results.
- Monitor progress and maintain appropriate evidence of achievement.

Online Safety and Digital Citizenship

- Teach students how to use technology safely, responsibly and appropriately.
- Develop understanding of privacy, online identity and digital footprints.
- Teach students to recognise misinformation and unreliable online sources.
- Promote safe use of social media and online platforms.
- Develop understanding of cyber security and password protection.
- Work closely with safeguarding leads regarding emerging online risks.

Key Stage 5 Self-Employment and Enterprise Curriculum

At Key Stage 5, the postholder will deliver a practical and aspirational programme designed to prepare students for self-employment, entrepreneurship and the modern workplace.

The curriculum will give students opportunities to develop, explore and test their own business ideas while building the wider skills required to work independently and successfully.

Content will include:

- Entrepreneurship and identifying business opportunities.
- Developing products, services and business ideas.
- Marketing, advertising and branding.
- Market research and understanding customers.
- Business finance, pricing, budgeting and financial planning.
- Business planning and strategic thinking.
- Employment and business responsibilities.
- Digital marketing and social media.
- Website and digital-content creation.
- Artificial intelligence and its application within business.
- Communication, presenting and pitching.
- Networking and developing professional relationships.
- Leadership and teamwork.
- Creativity and innovation.

- Problem solving and decision-making.
- Responding to feedback.
- Resilience, perseverance and learning from setbacks.
- Curiosity, initiative and independent thinking.

Where appropriate, students will work on practical enterprise projects, enabling them to move from an initial idea through research, design, branding, financial planning, promotion and evaluation.

The aim is for students to understand not only how to start a business, but also the behaviours, digital skills and personal qualities required to sustain self-employment or succeed within wider employment.

Assessment and Progress

- Assess student progress across IT, digital skills and enterprise.
- Maintain accurate assessment information within Arbor.
- Identify individual strengths, gaps and next steps.
- Contribute to Pupil Progress Meetings.
- Monitor Digital Functional Skills progress and qualification outcomes.
- Maintain portfolios or practical evidence where appropriate.
- Provide regular and constructive feedback.

Individualised Support

- Understand students' EHCP outcomes, individual needs and aspirations.
- Adapt teaching, resources and pace appropriately.
- Support students with limited previous experience of technology.
- Work closely with the SENCo and pastoral staff.
- Develop learning around individual interests and future pathways.
- Promote independence and confidence.

Careers and Preparation for Adulthood

- Work closely with the Careers and Next Steps Lead.
- Connect IT and enterprise learning to real employment opportunities.
- Develop transferable employability skills.
- Support students to understand the digital expectations of modern workplaces.
- Promote progression into employment, apprenticeships, further education, freelance work or self-employment.
- Help students develop practical skills that increase independence in adulthood.

Safeguarding

- Maintain a strong commitment to safeguarding and student welfare.
- Promote safe and responsible use of technology.
- Report safeguarding concerns immediately through school procedures.
- Maintain appropriate professional boundaries.
- Understand the increased vulnerabilities of students with SEMH and SEND.
- Complete required safeguarding and online-safety training.

East Hall School is totally committed to safeguarding the welfare of children and young people and expects the same from its employees. All new staff will be subject to enhanced pre-employment clearance, including identity checks, criminal background checks, qualifications checks, social media checks and employment checks to include an exploration of any gaps in employment.