



Ashlawn School  
Teacher of Art



ASHLAWN  
SCHOOL

Job Description and Person Specification

# Welcome from the Principal

**As the recently appointed Principal of Ashlawn School, anticipating a new challenge and opportunity is always exciting. It is important to recognise that recruitment is a two-way process.**

Our focus, as a Trust, is to provide the right environment for our academies to thrive in. At Ashlawn, our ambitions of nurturing potential, inspiring community, and delivering excellence are deeply rooted in the very core of the school. We are seeking an individual who resonates with our vision, someone dedicated to ensuring that every staff member and student has the opportunities needed to maximise their potential in all aspects.

You are looking for the right school in which to develop and progress, to contribute to the success of others and to receive the support that you need to feel fulfilled in your role. We hope that you agree that Ashlawn is exactly that kind of school. It's an exciting time for us as we strive to build on our successes, and we are on the lookout for an individual who shares the commitment and resilience to support this goal.

We welcome visits to Ashlawn prior to application because we are proud that:

- Our students are motivated and want to succeed
- Behaviour is excellent
- The variety of opportunities both within and out of the classroom provides all students with the opportunity to develop their interests and skills in a wide range of areas

At Ashlawn School, everybody counts. Staff and students will talk about the vibrant culture and support they get from each other – we truly are a community. Our key aim is to give every child the opportunity to flourish and develop into life-long learners, engaged in the world around them and ready to take their place in the world as resilient, caring, disciplined, well-educated and employable adults.

If you want to be part of a dynamic team, contribute to our excellent standards, and have high aspirations for young people, then Ashlawn School is the right school for you!

We look forward to meeting with you, so that you too can appreciate our wonderful school and its vibrant community.

Paul Brockwell  
**Principal**

# About the Role

Thank you for your interest in the position of Teacher of Art at Ashlawn School.

This pack has been designed to help you should you choose to submit an application to us, which we sincerely hope you do. The pack aims to answer all your initial questions, but if not, please do not hesitate to contact us. It is extremely important to us that you feel comfortable and confident enough to proceed with your application, as we aim to make the very best appointment possible.

## **So, who are we looking for?**

Ashlawn School is recruiting a Teacher of Art who will enthuse and engage the students they teach, someone with high expectations for all students and a strong subject knowledge. The successful applicant will teach across KS3 - KS5, in Art, and will contribute to the wider Arts Faculty through their work in the classroom and the extracurricular activities and opportunities they contribute to.

You will report to the Head of Subject and Head of Faculty and be responsible for planning and delivering lessons and assuring high quality outcomes for all students. You will assess, record and report on the attendance, progress, development and attainment of students and to keep records as required. You will have a passion for Art and as such instil confidence and inspire students to reach their potential. You will have a vision and desire to contribute to the development of both the Art department and the wider Arts faculty. *You will also be expected to take on the role of form tutor where you will be responsible for the pastoral care of a tutor group and report to the Head of Year.*

If successful, you will have experience in the classroom and will be able to successfully demonstrate that you are able to hold students accountable to high standards within your lessons. You will be a strong role model who is willing to contribute to the design and implementation of the curriculum as and when necessary. You will actively take responsibility for your ongoing CPD; both teaching pedagogy and Art skill. You will understand that your role forms an integral part of the Arts team and as a valued member of the team you will benefit from and contribute to all that encompasses.

Whether you are an experienced teacher of Art or new to the profession, what is clear is that you have a passion for Arts education for all.

Our aim is to enable all students to achieve their potential academically and personally, regardless of ability or disability. We aim to increase whole school and community awareness of the importance of quality and equity of opportunity for all students and are committed to providing an integrated and inclusive curriculum to meet individual needs, promoting positive achievement and independence for all.

## **Why work for Ashlawn?**

- A large bi-lateral school committed to supporting all members of the school community to succeed
- You'll be working within a community of passionate, committed colleagues who genuinely support each other
- A staff wellbeing team implements various strategies to boost staff engagement including various activities, events, conferences, and many other staff benefits
- Excellent opportunities to develop and grow in the successful and expanding Transforming Lives Educational Trust, a growing Multi-academy Trust based within the local community
- To be part of an 11-18 provision with opportunities to teach in the sixth form

## **What next?**

We want to hear from you if you are as excited as we are about this fresh opportunity within our successful and growing Trust. In return, we can offer the right candidate the chance to work within our innovative and forward-thinking Trust as well as offering excellent professional development and progression.

We encourage you to consider the information in this pack carefully and use it to picture yourself within the role at Ashlawn. Should you wish to discuss any element of the pack in more detail, please don't hesitate to contact us. We look forward to receiving your application, details on how to apply can be found below.

# Job Description

<b>Academy/College:</b>	Ashlawn School
<b>Job Title:</b>	Teacher of Art
<b>Contract</b>	Full Time MPS / UPS
<b>Responsible to:</b>	Head of Faculty: Art Head of Subject: Art
<b>Key relationships/Liaison with:</b>	SLT All Staff Pupils and Parents
<b>Job purpose:</b>	<ul style="list-style-type: none"> <li>• To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate.</li> <li>• To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.</li> <li>• To contribute to raising standards of student attainment.</li> <li>• To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.</li> <li>• To lead and develop rewards and trips and enrichment opportunities to support the personal development of students.</li> </ul>
<b>MAIN ROLE AND RESPONSIBILITIES:</b>	
<p style="text-align: center;"><b>Vision and Teaching:</b></p> <ul style="list-style-type: none"> <li>• To teach students according to their educational needs, including the setting and marking of work to be carried out by the student in school and elsewhere.</li> <li>• To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required by school and curriculum team policy.</li> <li>• To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.</li> <li>• To ensure that Literacy, Numeracy and ICT are reflected in the teaching/learning experience of students</li> <li>• To undertake a designated programme of teaching.</li> </ul>	

- To ensure a high-quality learning experience for students which meets internal and external quality standards.
- To prepare and update subject materials.
- To use a variety of delivery methods which will stimulate learning appropriate to student needs and demands of the syllabus.
- To maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.
- To undertake assessment of students as requested by external examination bodies, curriculum team and school procedures.
- To mark, grade and give written/verbal and diagnostic feedback as required in line with both the school's feedback policy and the policy of any curriculum team the post holder is working within.

### **Operational / Strategic Planning**

- To assist in the development and implementation of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the Curriculum Team.
- To contribute to the Curriculum Team's development plan and its implementation.
- To plan and prepare courses and lessons.
- To contribute to the whole school's planning activities.

### **Curriculum Provision:**

- To assist the Curriculum Team Leader, Deputy Team Leader, any Subject Leaders within the curriculum team, and the senior leadership team, to ensure that the curriculum area provides a range of teaching which complements the school's strategic objectives.

### **Curriculum Development:**

- To assist in the process of curriculum development and change so as to ensure the continued relevance to the needs of students, examining and awarding bodies and the school's Mission and Strategic Objectives.

### **Staff Development:**

- To take part in the school's staff development programme by participating in arrangements for further training and professional development.
- To continue personal development in the relevant areas including subject knowledge and teaching methods.
- To engage actively in the Appraisal Review process.
- To ensure the effective/efficient deployment of classroom support
- To work as a member of a designated team and to contribute positively to effective working relations within the school.

### **Quality Assurance:**

- To help to implement school quality procedures and to adhere to those.



- To contribute to the process of monitoring and evaluation of the curriculum team in line with agreed school procedures, including evaluation against quality standards and performance criteria. To seek/implement modification and improvement where required.
- To review from time to time methods of teaching and programmes of work.
- To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.

#### **Management Information:**

- To maintain appropriate records and to provide relevant accurate and up-to-date information for MIS, registers, etc.
- To complete the relevant documentation to assist in the tracking of students.
- To track student progress and use information to inform teaching and learning.

#### **Communications:**

- To communicate effectively with the parents of students as appropriate.
- Where appropriate, to communicate and co-operate with persons or bodies outside the school.
- To follow agreed policies for communications in the school.

#### **Marketing and Liaison:**

- To take part in marketing and liaison activities such as Open Evenings, Parents Evenings, Review days and liaison events with partner schools.
- To contribute to the development of effective subject links with external agencies.
- To promote a positive image of Ashlawn School through dealings with outside bodies.

#### **Management of Resources:**

- To contribute to the process of the ordering and allocation of equipment and materials.
- To assist the Curriculum Team Leader to identify resource needs and to contribute to the efficient/effective use of physical resources.
- To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, curriculum team and the students.

#### **Other Specific Duties:**

- To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.
- To support the school in meeting its legal requirements for worship.
- To promote actively the school's corporate policies.
- To continue personal development as agreed.
- To comply with the school's Health and safety policy and undertake risk assessments as appropriate.
- To undertake any other duty as specified by STPCD not mentioned in the above.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Such duties and responsibilities may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot themselves justify a reconsideration of the grading of the post.

**Transforming Lives Educational Trust is committed to safeguarding the welfare of children and expects all staff to share this commitment. An Enhanced DBS Disclosure is required for all staff within the Trust.**

This job description sets out the duties and responsibilities of the post at the time it was drawn up. Such duties and responsibilities may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot themselves justify a reconsideration of the grading of the post.



# Person Specification

**Job Title:** Teacher of Art  
**Responsible to:** Head of Faculty: Art and Head of Subject: Art

The post holder will have a shared responsibility for the safeguarding of all children and young people. The post holder has an implicit duty to promote the welfare of all staff, children and young people and to be committed to promoting diversity and inclusion.

Specification	Essential	Desirable
<b>Qualifications/ Training</b>	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• Degree in relevant subject</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of further development of Art knowledge e.g. relevant INSET courses</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Successful secondary teaching experience in Art</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of teaching KS4 and KS5</li> <li>• Experience of showcasing your own art work</li> </ul>
<b>Knowledge/Skills (Ability to)</b>	<ul style="list-style-type: none"> <li>• Knowledge of the National Curriculum</li> <li>• Knowledge of effective teaching and learning strategies</li> <li>• A good understanding of how children learn</li> <li>• Ability to adapt teaching to meet students' needs</li> <li>• Ability to build effective working relationships with students and staff</li> <li>• Knowledge of guidance and requirements around safeguarding children</li> <li>• Knowledge of effective behaviour management strategies</li> <li>• Good ICT skills, particularly using ICT to support learning</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to network with professional Artists and galleries in order to provide experience of showcasing and promoting young artists' work</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• A commitment to getting the best outcomes for all students and promoting the ethos and values of the school</li> <li>• High expectations for student's attainment and progress</li> </ul>	<ul style="list-style-type: none"> <li>• A commitment to being part of a team and contributing to the wider faculty</li> <li>• A commitment to extracurricular provision within the faculty</li> </ul>

	<ul style="list-style-type: none"><li>• Ability to work under pressure and prioritise effectively</li><li>• Commitment to maintaining confidentiality at all times</li><li>• Commitment to safeguarding and equality</li></ul>	
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# How to Visit and Apply

Please read the information in this pack. If you are interested in this job opportunity, please apply by downloading the application form from our website ([www.tlet.org.uk](http://www.tlet.org.uk)).

Completed application forms should be emailed to [careers@tlet.org.uk](mailto:careers@tlet.org.uk) or posted to:

HR Department (Careers)  
c/o Houlton School  
Signal Drive  
Houlton  
Rugby  
Warwickshire  
CV23 1ED

If you have any questions about the role or would like to visit Transforming Lives Educational Trust or one of our Academies, please don't hesitate to contact us by emailing [careers@tlet.org.uk](mailto:careers@tlet.org.uk) or selecting option 1 on our telephone menu – 01788 593900.

If you decide to apply, you should include a supporting statement with your application form (either within the application or as a covering letter) on no more than two sides of A4, giving your reasons for applying for the post, addressing information you have read in the pack and particularly the person specification, and outline any relevant experience and personal qualities you would bring to the Trust.

Please do not send a general letter; we are really looking for someone who is prepared to respond to us as an individual Trust. You can be sure that we will take time and care in reading your letter; we appreciate how much time and energy goes into writing it.

## Recruitment Timeline

- **Position advertised: 11 July 2024**
- **Closing date: 19 July 2024**
- **Final shortlisting: TBC**
- **Final panel process: TBC**