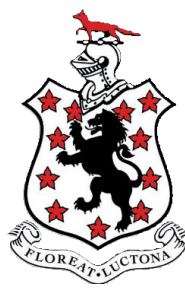


LUCTON SCHOOL



Job Description

Lucton School is committed to safeguarding and promoting the welfare of children and young adults and expects all staff and volunteers to share this commitment.

Post title:	Head of Art
Remuneration:	Commensurate with experience
Hours:	Monday to Friday, 8:30 am – 5:30pm including three Saturdays and Prep evening duties a term, as well as parents’ evenings and curriculum events
Responsible to:	Head Teacher
Start Date:	September 2024
Job Purpose:	To enable the children in your care to make outstanding progress in their learning by building upon their existing knowledge and skills, providing outstanding pastoral care through the reinforcement of the School’s values and take a lead in curriculum development.
Main Responsibilities:	<ul style="list-style-type: none"> • To be able to teach Art to students from Year 6 – Year 13 <ul style="list-style-type: none"> ○ Including Textiles, Graphic Design and Fine Art to exam classes • Instruct students in art, such as painting, sketching, designing, sculpture, photography, multimedia • Select books, resources and supplies. Oversee art supplies for classes • Accompany students on field trips to museums or art galleries • Ensure that the School environment excites and inspires students to engage with art • Ensure that the School environment demonstrates to visitors the importance of creativity and the arts • Plan collaboratively and generate dialogue with class teachers, ensuring that art and creativity are weaved into different aspects of the curriculum • Expose students to arts from multiple cultures, genres, time periods and languages • Establish effective and positive relationships with students based on mutual respect and the recognition of the individuality of each student • Prepare short, medium and long-term plans as required • Plan collaboratively across subject areas to ensure the curriculum is integrated, broad and balanced • Maintain high quality inquiry-based learning in lessons • Differentiate lessons appropriately to ensure every student has the opportunity to experience success, thus facilitating the School’s inclusive policy • Use a variety of learning strategies to support the diversity of learning styles within the classroom • Assess, record and report on the development, progress and attainment of students • Plan class excursions • Take responsibility for Art Activities

	<ul style="list-style-type: none"> • Undertake regular training and update teaching practice and methodology; share skills and knowledge with colleagues • Maintain a high standard of courtesy and professional relationships with all colleagues, students, parents and interested parties and in particular show full respect for the cultures and background of all students, parents and colleagues • Provide a safe, effective, challenging learning environment and an attractive and welcoming classroom • Maintain good order and behaviour among students • Take responsibility for the safety of students through supervision duties and through reading and applying our Safeguarding policy and Handbook • Read and carry out the requirements of other School policies, routines and procedures • Manage time effectively in carrying out duties and meeting deadlines, maintaining punctuality • Participate in in-service training, parents' evenings and School functions according to the published schedule • Be fully aware of the layout of the campus, including the location of first aid boxes and fire exits • Provide cover as and when required by line manager • Offer all students equal opportunities to learn and maintain an environment in which no student is exposed to discriminatory behaviour • Take an active role in the life and development of the School • Undertake any other reasonable requests made by line manager
Monitoring, Assessment, Recording, Reporting, and Accountability	<ul style="list-style-type: none"> • To be immediately responsible for the processes of identification, assessment, recording and reporting for the pupils in their charge. • To contribute towards the implementation of Individual Pupil Profiles, particularly the planning and recording of appropriate actions and outcomes related to set targets in liaison with the SENCO. • To assess pupils' work systematically and use the results to inform future planning, teaching and curricular development. • To be familiar with statutory assessment and reporting procedures and to prepare and present informative, helpful and accurate reports to parents. • Keep an accurate register of pupils for each lesson. Unexplained absences or patterns of absence should be reported immediately in accordance with the School policy.
Subject Knowledge & Understanding	<ul style="list-style-type: none"> • To have a thorough and up-to-date knowledge and understanding of the subjects being taught, level descriptors and specifications for examination courses at GCSE and A level. • To keep up to date with research and developments in pedagogy and the subject area
Professional Standards & Development	<ul style="list-style-type: none"> • To be a role model to pupils through personal presentation and professional conduct. • To arrive in class before the start of the lesson, and to begin and end lessons on time. • To cover for absent colleagues as is reasonable, fair and equitable. • To co-operate with the employer in all matters concerning Health and Safety and specifically to take reasonable care of their own Health & Safety, and that of any other persons who may be affected by their acts or omissions at work. • To be familiar with the School's handbooks and support all the School's policies, e.g. those on Health and Safety, Safeguarding etc.

	<ul style="list-style-type: none"> • To establish effective working relationships with professional colleagues and associate staff. • To strive for personal and professional development through active involvement in the School's appraisal system and performance management procedures. • To be involved in extra-curricular activities such as making a contribution to Activities and school trips. • To liaise effectively with parent/carers and with other agencies with responsibility for pupils' education and welfare. • To be aware of the role of the Governing Body of the School and to support it in performing its duties. • To complete the on-line training courses as required by the school • To provide the documentation required to carry out a DBS check. • To be familiar with and implement the relevant requirements of the current SEN Code of Practice. • To consider the needs of all pupils within lessons (and to implement specialist advice) especially those who: <ul style="list-style-type: none"> o have SEN; o are gifted and talented; o are not yet fluent in English. • To uphold the school's core values.
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Person Specification

Lucton School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Factor	Essential	Desirable	Method of Assessment
Qualifications	<ul style="list-style-type: none"> • Teaching qualification in Art education 	<ul style="list-style-type: none"> • EFL/ESL qualifications • EN qualifications • Coaching/training qualifications • QTS 	Production of the Applicant's certificates and Application Form.
Experience:	<ul style="list-style-type: none"> • Experience teaching art and design at Secondary School Level 	<ul style="list-style-type: none"> • Experience teaching within an integrated curriculum • Experience of International Education • Two years' teaching post qualification with the appropriate age level. • Experience teaching students with Special Educational Needs 	<ul style="list-style-type: none"> • Contents of the Application Form. • Interview. • Professional references.
Skills:	<ul style="list-style-type: none"> • Native Speaker level in written and spoken English • Ability to provide dynamic, motivational, learner-centred classroom activities 	<ul style="list-style-type: none"> • Ability to lead and/or facilitate in-house training • Ability to design and deliver papers and workshops at external conferences 	<ul style="list-style-type: none"> • Contents of the Application Form. • Interview. • Professional references

	<ul style="list-style-type: none"> • High level of communication, teaching and presentation skills • Strong ICT skills • Ability to differentiate lessons to a variety of learning styles and ability levels • High level of time management skills • Ability to maintain appropriate standards of discipline in classroom • Ability to teach /coach /supervise extra curricular activities • Ability to show initiative and contribute new ideas • Ability to self-brief in areas of curriculum and new pedagogical developments • Ability to set a high standard of leadership in the classroom • Ability to work collaboratively in a team 	<ul style="list-style-type: none"> • Ability to speak other languages 	
Knowledge:	<ul style="list-style-type: none"> • Understanding of other cultures • Understanding of equal opportunities, and the impact that School policy has on a class of students • Knowledge of a variety of pedagogical approaches, and ability to apply each one as and when required 	<ul style="list-style-type: none"> • Knowledge of the IBO and its Middle Years and Diploma programmes • Knowledge of mixed culture teaching and learning 	<ul style="list-style-type: none"> • Contents of the Application Form • Interview • Professional references
Personal competencies and qualities:	<ul style="list-style-type: none"> • Knowledge of GCSE and A level courses in Fine Art, Textiles and Graphic Design • Knowledge of mixed culture teaching and learning 		<ul style="list-style-type: none"> • Contents of the Application Form • Interview • Professional references