

St Augustine's Priory

Teacher of Art

Applicant Information



Teacher of Art

St Augustine's Priory

Letter from the Headteacher

Dear Applicant,

Thank you for the interest you have shown in the above post of part-time Art Teacher at St Augustine's Priory and welcome to our inspirational school which is at a very exciting stage of its development. Since my appointment and over the past two years, our priority has been delivering excellence in all aspects of this unique school - we have done this through nurturing and empowering our passionate staff, by fostering a culture of ideas, energy and possibilities and by a relentless focus on developing each girl to the best of her ability.

St Augustine's Priory is a Catholic, independent day school for girls aged 3-18 . We are an all-through school and it is an enormous benefit to girls and parents that pupils who join us in the Junior School are able to move seamlessly up with us through to the Sixth Form years. As a Catholic school we hold the care of the whole person as central to what we do.

The school is set in 13 acres of beautiful grounds with magnificent views. Here girls have the physical, mental and emotional space to grow intellectually in an environment which both supports and provides plenty of challenges. Our results are excellent and we pride ourselves on instilling in girls a love of learning. We are committed to preparing girls for life-long effectiveness and to developing the range of skills they require to achieve long-term happiness and success.

We have been in Ealing for nearly one hundred years and we represent a wonderful continuity of expertise in educating women of the future. Our founders were exceptional, visionary women who strove relentlessly to offer girls the best education possible; we continue in this tradition and are unique in the generations of staff and of families who continue to work and study here. We offer a broad and varied curriculum with rich opportunities for personal development.

Girls are assessed on initial entry and move automatically through to the Senior School. External candidates who join us at 9+, 10+, 11+, 13+ and 16+ sit entrance examinations. Scholarships and Exhibitions are available.

This brochure aims to give you a clear picture of life at our School, as well as give clear and transparent guidance and information about what the post involves, the criteria for selection and the process of selection itself. We encourage your application to join this welcoming community, where we enable girls to achieve academic excellence.

Mrs S. Raffray MA

Headteacher

Mission Statement

We are an all-through, inclusive Catholic girls' school committed to preparing girls for life long effectiveness and success. As part of their journey girls will learn of intellectual risk taking and emotional strength, reflection and self-knowledge, persuasiveness and team building as well as a cultural curiosity for an enriched enjoyment of life.

In our stunning 13 acres of grounds, girls have a physical freedom unique in central London. We aim to instill in them the emotional freedom to grow intellectually and spiritually and to understand the truth about themselves, others and our complex world. We will give them the courage to be ambitious and compassionate and we will provide a secure, happy and nurturing community in which to explore all of the above.

To this end we seek, develop and retain the best teachers who value well -being and the individual progress of each girl as much as they are relentless in their pursuit of academic excellence. Their goal is life-long success for each girl and they set the pace of energy and dynamism within which the girls flourish.

Dear applicant,

Thank you for the interest you have shown in the post of part-time Art Teacher at St Augustine's Priory.

This brochure aims to give you a clear picture of life at our School, offer some information about how Art in the School is organized, planned and delivered here, as well as give clear and transparent guidance and information about what the post involves, the criteria for selection and the process of selection itself.

Contents

1. Information about the Art Department
2. The Job Description for Art Teacher
3. The Person Specification for Art Teacher
4. An outline of the selection procedure

There is a separate application form and applicants should pay particular attention to its accurate completion. I also enclose some information about the school.

Should you have any further queries please do not hesitate to contact the School. You are also welcome to arrange a preliminary visit to the School at a mutually convenient time.

I trust this brochure will be informative and helpful in making the decision to apply for this post, and look forward to receiving your application.

Yours faithfully,

Ms F. McTaggart
Head of Art

THE ART DEPARTMENT

Equipment

Plan chests and cupboards for storage, floor easels, printing press, camera, studio lighting

There is the possibility of having a dark room for the next academic year.

Whole school ICT facilities are situated close by.

Curriculum

Art throughout the school generally includes drawing, painting, printmaking, mixed media, 3D/sculpture in a variety of materials and digital photography. Critical studies features in all projects and all years. Gallery visits are organised throughout the year and there are established links with visiting artists/practitioners.

Exam Boards

GCSE	Edexcel	Art & Design (Unendorsed)
A level	Edexcel	Art & Design (Unendorsed)
A level	Edexcel	Art & Design (Photography)

St Augustine's Priory

Job Description: Teacher of Art

Salary:

The post-holder will be paid on the appropriate point of the St Augustine's Grading Scale.

Line of Responsibility:

The Teacher is directly responsible to the Head of Art on curriculum matters and the Senior Form Teachers for Year Group issues.

Job Content:

Strategic Purpose

- The basic duties of a teacher are outlined in the staff handbook.

Operational Responsibilities

Teaching

- Teach Art from Key Stage 3 upwards, with an ability to offer Art in Year 6 if required.
- Plan work in accordance with departmental Schemes of Work
- Take account of students' prior levels of attainment and use them to inform planning.
- Set work when required for absent students.
- Maintain good discipline by following the school's policies and procedures.
- Establish a purposeful working atmosphere during all learning activities.
- Set appropriate and challenging work for all students.
- Identify and work appropriately with 'Special Educational Needs and Disabilities' students and 'Gifted and Talented' students.
- Run extra-curricular activities, trips and visits in Art or to support the wider Art Curriculum in the School.

Assessment, Recording and Reporting

- Keep appropriate records of students' work.
- Mark and return work set, including homework within an agreed and reasonable time.
- Carry out assessment programmes, as agreed by the School or department.
- Complete student reports in line with School Policy.
- Attend parents' evenings as required and keep parents informed about their child's performance and future targets.

Performance Management and Professional Development:

The teacher will be part of the School's Performance Management Scheme. S/he will have an appraiser who will set agreed targets and monitor professional development.

Conditions of employment:

The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the Contract of Employment).

The post-holder is required to support and encourage the School's ethos and its objectives, policies and procedures as agreed by the Governing Body.

The post-holder must uphold the School's Policy in respect of all matters related to safeguarding and Child Protection.

The post-holder may be required to perform any other reasonable tasks, after consultation.

This Job Description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so constructed.

This Job Description is not necessarily a comprehensive definition of the post. It will be reviewed periodically and may be subject to modification at any time after consultation with the post-holder.

St Augustine's Priory

Person Specification: Teacher of Art

Applicants should:	Essential	Desirable	Primary means of assessment
Subject Delivery			
Have a good Honours Degree or evidence of qualification to teach Art to A2	X		Application Form
Show they maintain an up-to-date knowledge of subject and teaching methodologies	x		Supporting Letter
Have good understanding of assessment and public examinations	x		Supporting Letter
Ability to teach Art in KS2		X	Supporting Letter
Have Qualified Teacher Status or have completed PGCE	x		Application Form
Willing to run and participate in Visit Programs and extra-curricular work	x		Supporting Letter
Have high expectations of pupils	x		Interview
Be able to communicate effectively with pupils	x		Interview Teaching
Be able to communicate effectively with colleagues	x		Interview
Work well in a team	x		Interview
Act upon advice	x		Interview
Have good range of teaching strategies	x		Interview Teaching

Be able to use data to help children learn		x	Supporting Letter
Show knowledge of how to plan for effective learning	x		Interview Teaching
Be able to teach challenging, organised sequenced lessons	x		Interview
Know how to adapt teaching strategies to needs of all learners	x		Interview Teaching
Make effective use of assessment	x		Interview
Promote independent learning	x		Interview
Use homework tasks effectively	x		Interview
Give developmental feedback to pupils	x		Interview Teaching
Have good ICT skills	x		Supporting Letter Teaching
Whole School			
Have a sound understanding of safeguarding	x		Interview
Understand Special Educational Needs	x		Supporting Letter
Deal effectively with parents	x		Interview
Be willing to participate in the wider extra-curricular life of the School	x		Interview
Understand the roles of colleagues and managers in the school	x		Supporting Letter

The Application and Selection Process

1. Applicants are welcome to come into the School at a mutually convenient time, on a purely informal basis, before submitting an application. Where possible the School will aim to accommodate these visits. Please contact the Head of Art to arrange this.
2. Applicants should complete an application form in full and write a letter in support of their application paying particular attention to the Job Description and Person Specification.
3. The completed application form and supporting letter should be emailed to jhague@saintaugustinespriory.org at the School to arrive no later than midday on 27th March 2014.
4. The Selection Panel will convene to determine a shortlist of applicants who will be invited to interview.
5. Shortlisted applicants will be invited to come for interview on Friday 28th March.
6. On the day of the interviews all applicants will be offered a tour of the School, and be asked to teach a lesson observed by a member of the appointment panel. They will also be asked to complete a written task, and there will be a formal interview before the appointments panel.
7. Shortlisted applicants will be required to bring their Art teaching portfolio which should include some examples of their own work.
8. Additionally, on the day of the interview all applicants should bring with them proof of identity and address as indicated on the letter of invitation.
9. Following the interview the successful applicant will be invited to accept the post by telephone, but only once a contract has been signed will unsuccessful applicants be informed. All applicants should be aware that this is a normal part of our selection procedure and should make no assumptions based on a short delay.