Recruitment Pack
Art & Design Technician



Bourne Education Trust

Transforming schools... changing lives

Epsom & Ewell High School

Welcome from the Headteacher



Thank you for showing your interest in working at Epsom & Ewell High School, where I am immensely proud to be the Headteacher.

At Epsom & Ewell High School we recognise the importance of academic success whilst embracing our wider role in preparing students for their adult life beyond the formal examined curriculum.

With lower than average class sizes and specialist teachers in every area, the school provides a supportive yet vibrant environment through which we nurture confident, ambitious students who embrace community, tolerance and high aspiration.

Our students are challenged to think harder than they ever have before and we have created a student led learning identity to fully prepare them for the rigours of the new examination landscape. Students are encouraged to think for themselves and through their own hard work and expert support from our staff are progressing further than other students nationally.

We offer a broad and balanced curriculum and as a school encourage each student's particular abilities to ensure that no child slips through the net. The school's ethos is simple - our students are at the heart of everything we do and we truly believe that every child can achieve.

Epsom & Ewell High School is part of the Bourne Education Trust (BET). BET is a Surrey-based multi-academy Trust made up of 14 schools.

If you would like to visit the school, we would be delighted to show you around. Please contact our HR department by emailing vacancies@eehs.surrey.sch.uk

James Newman
Headteacher

Why work with Bourne Education Trust?

The Bourne Education Trust is a Surrey-based multi-academy trust made up of twelve schools, including all key stages. The ethos of the Trust puts children at the heart of all that we do. The role of the Trust is to ensure that our students make the most of their opportunities by ensuring that our academies aspire to and reach the highest standards.

The principle of schools working with each other is core to the ethos and operation of the Trust. We are committed to raising standards in all our schools and look to deploy experts to support improvement wherever and whenever it is needed. Staff may be offered secondments, to ensure that the very best practitioners are deployed in the areas of greatest need, whilst enabling ambitious and talented staff to further their experience and gain rapid promotions.

There are many benefits of working with the Trust. These include:

- Coaching and mentoring programmes
- Leadership training and development
- Business management support and development
- CPD
- Sharing best practice and planning
- Professional partners for new post holders
- Initial teacher training support
- School direct and SCITT trainees

The Board of the BET is determined to see a high performing multi academy trust that delivers the very best educational experience for pupils at both primary and secondary level. The educational landscape continues to change at a fast pace with more schools converting to academies. The information on the website sets out how we will plan, guide, support and improve our academies (and schools that are yet to join), ensuring that there is a clear focus on improving leadership and governance, and teaching and learning, and on raising standards.

Welcome from the Bourne Education Trust CEO, Alex Russell



I am very proud to be the CEO of the Bourne Education Trust ('BET') and to work with like-minded and ambitious headteachers and board members.

The Board of BET is determined to see a high performing multi-academy trust that delivers the very best educational experience for pupils at both primary and secondary level. The educational landscape continues to change at a fast pace with more schools converting to academies.

The information on the website sets out how we will plan, guide, support and improve our academies (and schools that are yet to join), ensuring that there is a clear focus on improving leadership and governance, and teaching and learning, and on raising standards.

We have a cost effective organisation and a business model that delivers efficiency, effectiveness and growing economies of scale in order to free up more resources for the front line.

I am very glad to have a strong board of directors which provides the effective support and challenge required to ensure that the Trust is a good employer, and as a multi-academy trust, an effective home for our academies, with the leadership and track record to succeed.

It is often said that each child gets one chance of education. Our role is to ensure that our students make the most of their opportunities by ensuring that our academies aspire to and reach the highest standards.

I look forward to an exciting future for the Trust and all its stakeholders.

Alex Russell
Chief Executive Officer

Our Aim:

Committed to excellence in teaching and learning

Epsom and Ewell High School is committed to excellence in teaching and learning. We believe that there are four important building blocks to achieve this and that by excelling in all, we will achieve our core aim.







"Pupils know that teachers have high expectations of them and those in the highest-ability sets in mathematics are taught exceptionally well. Teachers continually challenge pupils and effectively target support where it is needed. Consequently, pupils feel a sense of pride in their achievements."
Ofsted May 2017

Teaching

The quality of teaching at Epsom and Ewell High School has consistently been graded as good or better in externally verified teaching and learning reviews.

The training that teachers receive is high quality and relevant with a sharp focus on improving the experience for students in the classroom.

We consistently have low staff turnover which means students have excellent teachers that know the students well and foster purposeful relationships.

Our teachers undertake weekly training sessions throughout the year to ensure that their practice remains relevant, dynamic and moves with the ever changing curriculum.

Teacher training takes place during twilight sessions, outside of school hours, which minimises the impact on pupils' contact time in school.

All of our teachers are specialists in their field. Their enthusiasm for their subjects permeates their lessons and many have gained experience in industry, prior to their teaching careers.

Our teachers benefit from the opportunity to visit other schools in the trust to share best practice and gain valuable experience that they are able to bring back to the school.

Leaders and teachers have high aspirations for pupils. Teachers consistently encourage and support pupils to do their best. Pupils are provided with many opportunities to discover options available to them after leaving school. Consequently, many more pupils are now applying for places at the top universities.



"Deep Learning requires harder thinking and you need to use more brain power. Teachers push you to achieve your best."
Ellie Cooper, Student

Learning

The school has created its own learning identity called 'deep learning.' Students are encouraged to use higher order thinking to develop their skills of analysis, application, creativity and evaluation.

This will be essential when preparing our students for the rigours of the new more difficult GCSEs. The focus for the 2018/19 academic year will be to embed deep learning so that it becomes 'the way' students learn at Epsom and Ewell High School.

Students are challenged to apply their existing knowledge to examples, scenarios or exam questions prompting students to really think about what they know and apply this to different contexts.

Students compare, categorise and investigate and really delve inside topics in order to gain a deeper understanding. Rather than giving students definitions, they might be given a piece of text to generate their own answers.

Creativity and innovation are encouraged in all lessons; whether that is creating an original idea in art and computing or speculating and theorising in science, maths and history. Students are asked to extend their ideas and really think about how a plan can be implemented.

Justifying an answer or an opinion encourages students to support their views and challenge their way of thinking. Debates and supporting answers with reasoning is a higher order skill which is evident in every lesson at EEHS.



"You have appointed a team of committed and hardworking senior leaders in education who have a sharp focus on aspects of the school that need to improve. Leaders feel empowered to fulfil their responsibilities."
Ofsted May 2017

Leadership

Epsom and Ewell High School has a strong tradition of growing its own leaders. This is possible due to successful in house leadership programmes and a commitment to accelerated career development at all levels.

For the 2018/19 academic year, we have increased our leadership team. This will enable us to drive forward the strategies that we have previously introduced and allow us to be more outward looking in terms of supporting the local community and promoting our achievements.

The new junior leadership team is led by the sixth form leaders and prefects. They work specifically in one of four areas: wellbeing, teaching, learning and community. These students from all year groups are actively engaged in the running of the school as well as the wider community.

We are proud to be a partner school of Teach Southeast, a School Centred Initial Teacher Training (SCITT) provider. Through the Partnership, a high quality, bespoke programme is delivered for aspiring secondary school teachers across the South East of England.

Being part of the Bourne Education Trust allows us to work with schools of all phases. This helps us to sustain the quality of teaching in our school and others, and teachers benefit from school to school support, paired observations, bespoke training and the use of outstanding practitioners.

A culture of leadership is embedded at all stages. All staff receive quality training on constantly bettering themselves as practitioners and leaders, and are supported in improving and moving to the next step in their careers.



"The school genuinely seems to care about students' happiness as well as their academic progress."
John Midstone, Parent

Wellbeing

Epsom and Ewell High School is the first school in the UK to achieve the Schools Mental Health Gold Award.

We were awarded the gold standard because of our fully comprehensive support and education programmes that have broken down the stigma surrounding mental health.

As a result, we have created a school environment where students and staff are confident to fulfil their potential both in and outside of the classroom.

We know that pupils who have a positive attitude towards their learning will make good progress and be successful. Consequently, instilling all of our pupils with 'growth mind-sets' has become a key priority for the school.

We want all of our pupils to relish challenges, embrace their mistakes as part of the learning process, value the importance of effort, respond carefully to feedback and take inspiration from others. This will help them to achieve, not only with us, but also in their future lives as adults.

By taking a holistic approach to staff and pupil wellbeing we are creating a community that understands the importance of maintaining a balance between working hard to achieve success, whilst looking after our physical and mental health.

We have dedicated sessions in lessons to address what kind of learners students want to be and how we can positively approach challenges inside and outside the classroom. The school is buzzing with talk of perseverance, challenge, risks and celebrating mistakes.

How to Apply

If you would like to find out more about this exciting opportunity, need any further information or you wish to have an informal discussion please contact: Sonia Talsi, School Business Manager on: 020 8974 0400 or email vacancies@eehs.surrey.sch.uk

Epsom and Ewell High School is committed to safeguarding and protecting the welfare and safety of its staff and pupils, and follows safeguarding interview procedures.

We expect all candidates to meet the highest standard of safeguarding and successful applicants will be required to undertake a Disclosure and Barring Service (DBS) check.



To apply, you will need to submit an application form which can be downloaded from our school website www.epsomandewellhighschool.com, along with this recruitment pack and relevant information

Closing date for applications: 12pm, Tuesday 23rd July 2019
Panel interview: Thursday 25th July 2019

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Job Title: Art & Design Technician

Reporting to: Head of Art & Design

Grade: FTE Salary £18,698 - £20,653 PS4 (pro rata to the above hours – actual salary £14,622 - £16,151 pa) depending on experience

Hours:
35 hours
36.8 weeks per year

Overall Purpose of Job:

- To support the practical and technical aspects of the art, design & technology curriculum by preparing, organising and managing the resources required for creative practical activities to be carried out by staff and students.
- To assist teaching staff and students under the overall direction of the Head of Department, and in accordance with the practices and procedures of the school.

Main Responsibilities:

- Maintain and prepare resources for use in lessons including specialist equipment and machinery
- Provide technical support to students and teachers during lessons
- Maintain workshops including stock room areas and the storage and care of students' work
- Manage stock levels, deliveries and the routine ordering of departmental materials
- Assist in the safe disposal of materials and any outdated stock
- Check that the workshops are ready for re-use by making sure that equipment and materials are stored appropriately
- Carry out minor repairs and modifications to equipment when necessary in order that all equipment is safe to use
- Develop new skills to enable new technologies to be introduced into the department
- Establish close links with other staff in the department in order to develop and share skills and expertise
- Keep up to date with current exhibitions and developments in art and design
- Maintain a high standard of visual displays around the school
- Provide support to other departments as required, including product design.

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part of the Bourne Education Trust

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Person specification:
Art & Design Technician

Grade:
Grade PS4

Qualifications & experience
Essential

- Good general education to GCSE level in English and Maths
- A passion for Art, Design, Textiles or Photography
- A Level Art or above
- Good understanding of how to use a kiln
- Working knowledge of art and design techniques
- Good ICT skills, knowledge of using power point and excel
- Good oral and written communication skills
- Good interpersonal skills
- Ability to plan and prioritise a range of regular and irregular tasks within specific deadlines
- Ability to work on own initiative as well as part of a team
- Ability to communicate with a range of audiences
- Ability to follow strict Health and Safety Regulations
- Willingness to take part in wider school activities
- Be prepared to follow the school's dress code
- Have a commitment to equal opportunities

Desirable

- Experience of working with young people in a learning environment
- Experience of working in an art environment
- Experience of technology such as cameras, IPads and image manipulation programmes
- Experience in planning exhibitions