



GREENSHAW
LEARNING TRUST



COMMITTED TO
EXCELLENCE

GREENSHAW HIGH SCHOOL



Teacher of Art & Design

Recruitment Pack

**ALWAYS
LEARNING**

Contents

- **Candidate Letter**
- **Introduction - Greenshaw Learning Trust (GLT)**
- **GLT Mission Statement**
- **GLT Employee Benefits**
- **Terms and Conditions**
- **Job Description**
- **Person Specification**
- **The Recruitment Process**

A Warm Welcome from the Headteacher

Dear Candidate,

Thank you for having an interest in joining Greenshaw High School. This is an opportunity to join our great community and play your part in ensuring that our vision of increasing the life chances of our students can continue.

Greenshaw is a highly over-subscribed 11 to 18 mixed comprehensive secondary school and situated in Sutton, South West London. We currently have 1,900 students on roll, with staff providing teaching, pastoral care and other support across the school. We are successful and highly popular school with an established record of nurturing high levels of attainment in our students. We believe this comes from combining a first rate-teaching environment, full of challenge for students to achieve their very best, alongside a pastoral support programme to guide them.

At the heart of our work are our core values: equality of opportunity; respect for others; and always valuing learning. From these foundations we have built a thriving educational establishment, where students have flourished. After leaving Greenshaw our students continue to study a wide range of subjects at some of our country's most prestigious universities.

Our staff are central to the achievements of the school's students. Should you join us, you will work alongside our totally committed and professional staff, guided by experienced middle leaders who will equip you with the support, training and resources you require. We are proud to have Research School status that means we have access to the most recent findings about educational effectiveness, alongside a rich training programme for all colleagues. Put simply, the better we get as a staff body, the better our students' experience and future chances become.

I would encourage you to visit the school's website www.greenshaw.co.uk to find out more about our school. We also welcome visits prior to making an application. If you would like to arrange a visit or would like any further information, please contact the school's HR team at recruitment@greenshaw.co.uk.

If our vision is one you share then please do read on. We are ambitious about diversity and inclusion and very much look forward to receiving applications from candidates whose personal qualities and values reflect those in the person specification. We encourage applications from all candidates who would like to play their part in our work.

I look forward to welcoming you in person at Greenshaw High School soon.

Yours sincerely,



Nick House, Headteacher



Greenshaw Learning Trust – ‘Always Learning’

GLT is a successful multi academy trust that provides high quality comprehensive, non-selective and inclusive education. The Trust is committed to meeting the needs of every student and our schools offer a broad curriculum and wide range of special needs provision in a welcoming and challenging environment.

We are extremely proud of our success, but we are not complacent. We believe that we can – as an academy trust, as schools and as individuals – always improve. We are all ‘Always Learning’.

Each school in GLT is led by its own leadership team and a governing body, which have the support of the wider Trust to help them achieve their objectives for their school. Being part of the Trust provides our schools with an effective structure, collaboration, and support. Our culture of trust and openness fosters mutual support and continual improvement.

At GLT it is really important to us that our classrooms are disruption free and the schools are calm and orderly. Our shared behaviour policy assists to make this happen and enables our teachers to have the greatest impact on the educational outcomes of the children in their classes.

School-to-school collaboration is enabled by regular contact between school leaders. Our shared services professionals provide a wide range of effective, rapid and flexible support, advice and guidance to our schools, including curriculum support, school improvement, staff training and development, admissions, attendance, behaviour, safeguarding and SEND, pupil services, estates, finance, HR, IT, catering, clerking, procurement and governance.

From its establishment as a multi academy trust in 2014, the Trust has grown significantly and currently employs around 2,800 people and educates over 17,500 students. Further information about our schools can be found [here](#).

The Greenshaw Learning Trust Mission Statement

We are ambitious for our schools and their students. We believe that there is no ceiling on what can be achieved by anyone, regardless of their circumstances or background.

We are committed to providing a supportive and inclusive learning environment, giving every young person the opportunity to fulfil their potential now, and in the future.

We seek to realise the power of individuals and organisations working together in collaboration whilst retaining their individuality, and we recognise that we can always improve.

Greenshaw Learning Trust Employee Benefits

The GLT recognises that our employees are our most important asset, and we are aware that the quality and commitment of our employees is critical to our success. We offer all our employees the following staff benefits:

- A supportive ethos and concern for the well-being of all colleagues
- Excellent CPD opportunities and career progression
- Employer Contributions to Local Government or Teachers Pension Scheme
- Cycle to Work scheme
- Gym membership scheme
- Employee Assistance Programme
- Eye Care Voucher scheme
- Childcare Voucher scheme
- Car Benefit scheme
- My Health discounts

Terms and Conditions

Line Managed by:	Head of Art & Design Department
Contract:	Permanent
Salary:	Main Payscale & Upper Payscale
Hours of Work:	Full time Flexibility and the ability to work outside of the normal working hours may be required
Place of Work:	Greenshaw High School, Grennell Road Sutton SM13DY
Medical Examination:	The appointment is subject to a satisfactory medical report.
Superannuation:	Under the Social Security Act 1986 the post holder has the right to make their own pension arrangements. They may choose to contribute to the Local Government Pension Scheme or a Personal Pension Scheme. Details of the Local Government Pension Scheme are available at: https://www.lgpsmember.org
Probation Period:	New employees are required to complete a six-month probationary period.
Disclosure & Barring Service Check:	This appointment is subject to the receipt of a satisfactory enhanced Disclosure and Barring Service check.
Right to Work Check:	This appointment is subject to verification of the right to work in the UK. Where the successful candidate has worked or been resident overseas in the last five years, such checks and confirmations may be required in accordance with the statutory guidance.

Job Description

The ability to teach additional Technology subjects at Key stage 3 is desirable.

About the Art & Design

Art and Design at Greenshaw is an integral and fundamental curriculum area. All Art and Design subjects are taught by a range of enthusiastic, motivated and well qualified specialists and it is a popular and thriving department.

We provide a termly carousel of subjects in years 7 and 8, in which students follow the separate disciplines of Art and Design covering Art and Contextual studies, Fashion and Textiles, 3-D design and Graphic Design. Students start Key Stage 4 courses in year 9 and we offer GCSEs in Art, Fashion and Textiles, Graphics, and 3-D Design. Results are consistently good and student retention for Key Stage 5 courses are high. As a unique feature, we offer a full range of similar specialisms at A-level; Art, Fashion Textiles, Graphic Design, Photography and 3-D design. Results are consistently outstanding with all of the subjects gaining a red ALPs score of a 2 across all specialisms in 2019.

The Art and Technology department consists of 11 well equipped specialist rooms, a number of which have been very recently refurbished, an artist's studio and two sixth form work spaces as well as a fully functioning dark room. Many of our students choose to continue with an Art or Design pathway into further education or employment and we are proud of our success in placing students onto some of the best art foundation courses and degree courses in the country. Last year we placed over 20 Sixth Form students on to related Higher Education courses.

Teacher of Art and Design - Job Description

The main duties and responsibilities will include:

- Teaching your subject area up to Key Stage 4 (up to Key Stage 5 is desirable);
- Playing a central role in the department, contributing to extra-curricular activities, revision sessions, competitions, trips and open days;
- Making a vital contribution to the efficient running of the department including setting and marking examinations and undertaking administrative tasks as delegated by the Head of Department;
- Continuing to develop the high standards of work and expectation of student progress within the department;
- Enhancing the quality of teaching and learning in the department and wider school through sharing resources and good practice, lesson observation, collaborative teaching and mentoring;
- Adhering to the school's principles of teaching, learning and assessment;
- Taking responsibility for professional learning and fully engage in the school's Professional Growth Programme;
- Promoting high levels of written and oral academic language and develop students' knowledge of the world;
- Setting the highest standards and behavioural expectations in lessons and around the school;

- Maintaining the highest standards of professional conduct and act as a role model to young people;
- Selecting, using and preparing appropriate resources that maximise the impact of teaching on student learning;
- Actively liaising with all specialist support available to provide appropriate provision for students with different learning and/or behavioural needs, but to remain accountable for the progress of those students;
- Undertaking the role of form tutor;
- Committing to and supporting the school's policy and practice in relation to safeguarding and child protection;
- Undertaking such other duties and responsibilities as may be reasonably requested by the Headteacher in accordance with the relevant Pay and Conditions Document.

Whilst every effort has been made to explain the main duties and responsibilities for the post, each individual task undertaken may not be identified.

The job description, in consultation with the post holder, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.

Person Specification

The successful candidate will meet the following person specification. Please note that the listed criteria will form the basis of the selection process. Applicants should address all elements of the Person Specification, demonstrating experience and where appropriate citing supporting examples within their application.

	ESSENTIAL	DESIRABLE
Education, Qualifications and Training On their application form, candidates will demonstrate that they have the following training, qualifications, and school experience:	<ol style="list-style-type: none"> 1. Hold an appropriate teaching certificate and Qualified Teacher Status 2. Hold a recognised degree (or equivalent) with a good classification in a relevant subject 	<ol style="list-style-type: none"> 3. Experience teaching Key Stage 5
Experience and Knowledge In their statement of suitability and during the selection process, candidates will demonstrate the ability to:	<ol style="list-style-type: none"> 1. Excellent subject knowledge and a genuine passion for teaching your subject 2. Detailed knowledge of current curriculum and pedagogical developments in the teaching of Art & Design 	<ol style="list-style-type: none"> 3. Specialism in Graphics or Product Design
Aptitude and Skills In their statement of suitability and during the selection process, candidates will demonstrate that they can meet the following requirements:	<ol style="list-style-type: none"> 1. Ability to teach your subject area up to Key Stage 4 2. Desire to further raise overall achievement in your subject area through promoting the highest standards of teaching and learning 3. A flexible approach to the teaching of your subject that seeks to promote the learning opportunities of all students and to secure the highest possible levels of achievement 4. Demonstrate a commitment to following the school's principles of 	<ol style="list-style-type: none"> 11. Ability to teach your subject area up to Key Stage 5 12. Ability to teach additional Art and Design subjects up to Key Stage 4 13.

	<p>teaching, learning and assessment</p> <ol style="list-style-type: none"> Have an effective approach to behaviour management, setting the highest standards and behavioural expectations Have sound skills as a classroom practitioner Willingness to participate in extra-curricular activities Willing to take responsibility for professional learning and fully engage in the school's Professional Growth Programme Ability to communicate effectively, both orally and in writing, with students, parents and colleagues Able to work effectively within a team and to make an active contribution to the success of the department, including co-planning and peer review 	
Additional Requirements	<ol style="list-style-type: none"> Have high professional standards and expectations Demonstrate a commitment to the role of tutor as a central figure in the life of a student and their parents/guardians Ability to appropriately deal with confidential information Demonstrate a commitment to comprehensive education and to the active promotion of equal opportunity Desire to enhance and develop skills and knowledge through CPD 	9.

	<ol style="list-style-type: none">6. Demonstrate a commitment to safeguarding and promoting the welfare and development of young people and help demonstrate a positive attitude to helping them achieve their potential7. Recognition of the importance of personal responsibility for Health and Safety8. Commitment to the school's ethos, aims and its whole community	
--	--	--

The Recruitment Process

1. Application

To apply for a staff vacancy, please register for an online account to complete the application form. Please visit our website <https://www.greenshawlearningtrust.co.uk/join-us/staff>. The recruitment process is managed via your online account and you will receive regular notifications regarding the progress of your application.

The completed online application form should be accompanied by a personal statement of suitability of no more than 2 sides of A4. In the application form and personal statement, you should demonstrate how you meet the requirements set out in the Person Specification. Please include specific examples which support your application.

Applications must be received no later than **Friday 13th October 2023**. Applications received after this date and time will not be considered.

2. Shortlisting

Shortlisting will be finalised shortly after the closing date. Shortlisted applicants will be invited by telephone to attend an interview. Please make sure you have indicated clearly day and evening telephone numbers on which you can be reached. References will be taken up after shortlisting.

3. Interview Process

Interviews will be held shortly after the closing date. Applicants will also be asked to present a portfolio of work related to the knowledge and abilities in the Person Specification.

4. Feedback

Unsuccessful shortlisted applicants will have the opportunity for professional feedback during the week following the interviews.

5. Taking up post

The successful applicant will take up the post as soon as possible.

6. Additional information

For further information, please contact hr@greenshaw.co.uk

7. Safeguarding

Greenshaw Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects staff and volunteers to share this commitment. The successful applicant will be subject to an Enhanced DBS and barred list check.