



Westcliff High School
for Boys

JOB DESCRIPTION
TEACHER OF ART & DESIGN
(Maternity Cover)



INTRODUCTION

The Art & Design Department at Westcliff High School for Boys (WHSB) has been a strong Department for a number of years. It has produced outstanding results consistently in GCSE and Advanced Level Art & Design (Fine Art). It has a passionate teaching team that enjoys teaching a variety of lessons and skills. Each teacher adapts their schemes of work to suit their strengths, while keeping in line with an agreed set of foundational knowledge that each year group needs to progress. The department works together closely and responsibilities and creative skills are frequently shared.

The Department encourages our students to be independent and intellectually curious from Year 7 to the Upper Sixth. We set regular competitions and enrichment opportunities and the students are free to work on personal creative projects outside of the curriculum. The Department is open on selected lunchtimes for students to work on projects and has an annual Art & Design Exhibition. The WHSB Art department offers talks, trips and visits to enrich our students learning, including a recent overseas art trip to Madrid.

The post includes the opportunity to take on additional Teaching and Learning Responsibilities in the Department for a suitably experienced candidate.

ACCOMMODATION AND FACILITIES

The Art & Design Department is well-equipped. The Art Studios are located as a suite of rooms in the main building. The two studios are spacious, light and equipped with a number of network computers with *Photoshop*. Due to the ambitious nature of the Advanced Level work, we have a dedicated installation and exhibition room where students are given their own space to create large scale works of art. This has proved extremely successful and our 2024 summer results were 100% A*. The department also offers photography resources and ceramics facilities alongside core drawing and painting opportunities.

CURRICULUM

The new Year 7-9 syllabus has been designed by the Art & Design staff at WHSB to encourage independent learning and personalised outcome pathways. The Department uses a range of assessments and investigations to introduce, consolidate and extend pupils' understanding of Art & Design. The teachers encourage pupils to develop an in-depth technical understanding and passion for the subject that enables them to refine and review their work, and this gives pupils a secure knowledge of the subject.

The AQA GCSE Curriculum builds on the work that has been completed in Years 7-9, both consolidating parts of it that have previously been covered to GCSE Level but also extending other aspects so pupils can access the GCSE Grade 9.

The Westcliff GCSE Art & Design (Fine Art) course has been designed to encourage a wide breadth of outcome possibilities from traditional drawing and painting to conceptual mulita media spaces.



In the Sixth Form, students can choose to study AQA Advanced Art & Design (Fine Art) if they attained a Level 7, 8 or 9 in GCSE Art & Design (Fine Art). In the Lower Sixth, Art & Design (Fine Art) students explore a range of drawing, painting and thinking skills. Students are encouraged to discover new ways of creating visual journeys, as well as reinforcing previously taught skills. This work naturally sets the foundation for the Personal Investigation Portfolio. In the Upper Sixth, students will be encouraged to create their own work space which often becomes a unique outcome environment. Visiting Examination Board Moderators often comment of the breadth of approaches explored by the Department as being impressive.

EXAMINATION RESULTS

Results in all public examinations are outstanding and particularly in Art & Design (Fine Art). Those who choose to continue their Art studies at University generally do so at established Universities (e.g. Oxford (Ruskin), Reading, Loughborough and Winchester) or at Art Colleges, such as St Martin's and The Slade

In the last two years, in the 9-1 AQA GCSE Art & Design (Fine Art), students at Westcliff attained 9 Grade 9, 13 Grade 8 and 15 Grade 7 results. In the year 2024 we achieved 83% 7-9.

In the years from 2021 to 2024, in Advanced Level Art & Design (Fine Art), students at Westcliff attained 100% A* - A.

JOB DESCRIPTION

POSITION: Teacher of Art And Design (Maternity Cover)

Job Purpose:

The teacher is required to carry out the general professional duties of a school teacher under the reasonable direction of the Head of Department and Headmaster and to perform such particular duties that from time to time which may reasonably be assigned him/her by the Headmaster. Teachers on the Upper Pay Scale (UPS) will be expected to make broader contribution to the School as a normal part of their work.

Duties and Responsibilities:

The following responsibilities are included in the professional duties which the teacher is required to perform:

General Duties:

- to support and promote the School's general purposes, ethos and Learner Profile;
- to be familiar with and respect and follow the School's Policies and Procedures;
- to maintain a good understanding of whole School Evaluation and Development Planning;
- to act as a role model to pupils through always being punctual and well prepared and to maintain appropriate professional relationships and an atmosphere conducive to learning;
- to attend School and Year Assemblies and to carry out a share of supervision duties in accordance with published rotas;
- to contribute actively to the maintenance of the School as an orderly community by upholding the provisions of the School's Rules and the Pupils' Code of Conduct;
- to maintain good order and discipline among the pupils, safeguarding their welfare both on School premises and when engaged in authorized activities elsewhere;
- to participate in staff and other meetings relating to the School's curricular, pastoral or administrative arrangements;
- to assist with covering or taking other classes as and when required (e.g. staff illness) and being available for examination invigilation;
- to communicate and co-operate on educational issues with persons or bodies outside the School as appropriate;
- to contribute to the extra-curricular life of the School as appropriate and attend and support School and House events wherever possible.

Teaching:

- to ensure that lessons are planned in appropriate detail (considering pupils' prior attainment) and are prepared and delivered in accordance with the Learner Profile, departmental Schemes of Work and regulatory standards, reinforcing the need for high expectations which inspire, motivate and challenge pupils;
- to take account of pupils' educational needs (differentiating where appropriate), to teach in a manner appropriate to a Grammar School (as outlined in the School's *Teaching and Learning Handbook*), including the setting and marking of work, to be carried out by the pupils in School and elsewhere (homework), according to agreed schedules;



- to assess, record and report on the development, progress and attainment of pupils in accordance with the School's policy, in order to ensure pupils fulfil their potential. This record of assessment should be available to the Head of Department or Directors of Studies on request;
- to regularly mark pupils' work, giving appropriate feedback and keeping records of marks;
- to provide mark lists, grading lists, written reports, internal comments or references relating to individual pupils as the School may require;
- to communicate with Head of Department and Form Tutor regarding the progress of individual pupils, as necessary;
- to attend Parent Evenings to discuss the progress of pupils and use such occasions to offer constructive advice on what pupils need to do to improve their progress;
- to participate, within the guidelines laid down by the Head of Department, in the evaluation and development of appropriate methods of teaching, syllabuses and materials, writing Schemes of Work as reasonably requested and contributing to the development of departmental policy;
- to assist with displays and publishing of pupils' work;
- to utilise ICT as an effective tool to aid teaching and other classroom resources as appropriate;
- to assist with departmental voluntary activities, societies, trips and initiatives.

Pastoral Care:

Teachers will act as Form Tutors under the direction of a Progress Leader and Head of School/Director of Sixth Form and they will:

- be 'in loco parentis', responsible for the welfare of pupils in the Form and the first point of contact for those seeking help or guidance or wishing to express concern;
- take an interest in the personal circumstances and development of each pupil in the designated Form Group, in his/her happiness and security, and to be available for advice or consultation with parents as well as provide comments on Reports, and to handle correspondence;
- promote the academic progress and well-being of individual pupils and any Form Group, class or group, ensuring consistent feedback is given, which guides pupils. Discussing Reports and supporting self-evaluation activities with the designated Form Group;
- providing tutees with guidance and advice on educational, careers and social matters, monitoring their welfare and making relevant records in accordance with the School's policies.
- promote the Learner Profile and high standards of behaviour, attendance, punctuality and attitudes to work.
- ensure that pupils' dress and appearance conform to the requirements set out in the Code of Conduct;
- encourage pupils to develop their interests and talents through participation in extra-curricular activities and the broader life of the School;

Personnel and Continuing Professional Development:

- to attend and participate in Staff INSET and training courses and events, as requested;
- teachers on the Upper Pay Scale will be expected to make a greater contribution to the School's Appraisal and CPD arrangements as part of their normal working arrangements.



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 postholder is required to support and encourage the School's ethos and its objectives, policies and procedures as agreed by the Governing Body.
- To uphold the School's policy in respect of child protection and safeguarding matters.
- The postholder shall be subject to all relevant statutory requirements as detailed in the most recent School Teachers' Pay and Conditions Document.
- The postholder 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 at regular intervals and it may be subject to modification at any time after consultation with the postholder.
- All staff members are required to participate in the School's Appraisal Scheme.



Westcliff High School for Boys

Headmaster: Mr MA Skelly M.A.

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