

Job Title	Head of Art
Academy responsible for	Goodwin Academy
Reporting to	Assistant Principal
Salary	Main Scale + TLR2b £4,728

Main purpose of the post:

The Head of Art is the lead professional for Art across the School. They will ensure with senior and other middle leaders the continual improvement and high quality, engaging and fulfilling cognitive education for all students. The Head of Art will help develop an ethos of high expectations for staff and students that lead to a further improvement of student outcomes within the subject.

1. Skills/experience

- Have experience of working within a department team to create a productive learning environment which is engaging and fulfilling for all students and staff reflecting the identity of the School.
- Have strong leadership skills, demonstrated through the development of high performing teams.
- Demonstrates an ability to establish with the Senior Leadership Team a culture that promotes excellence, quality and high expectations of all students and staff whilst actively addressing under performance.
- Have a sound knowledge and understanding of both cognitive theory as well as practical strategies to develop and sustain thinking skills and tools.
- Demonstrates an ability to professional leadership and management of Art policies and practices across the school.
- Can work with others and be responsible to the Assistant Principal for evaluating the subject's performance including identifying the priorities for continuous improvement and the raising of standards; ensuring equality of opportunity for all.
- Can demonstrate the School's vision and values in everyday work and practice.

2. Art

- Provide leadership and management for Art across the school.
- Lead on whole school development of Art.
- To liaise with the Examinations Office to ensure the smooth running of all Art courses.
- Lead and establish in discussion with senior leaders' improvement programmes for staff.
- Monitor and evaluate the standards of all students' achievement in Art, using data from school and national benchmarks.
- Ensure every student in Art is nurtured to become effective, enthusiastic, independent learners, committed to life-long learners.
- Support a culture and ethos of challenge and support where all students can achieve success and become engaged in Art.
- Challenge underperformance at all levels and ensure effective corrective action and follow up.

3. Securing Accountability

- Ensure that the School is constantly "Ofsted ready" in terms of the provision of Art that would ensure positive inspection outcomes.
- Ensure teachers' accountabilities referring to Art are clearly defined, understood and agreed and are rigorous in review and evaluation.
- Use a range of evidence, including national data and own School performance data, to support, monitor, evaluate and improve student outcomes through improving the quality and consistent application of policies and practices.

4. Managing the day to day Organisation

- In conjunction with the Senior Leadership Team seek to build a successful School through effective collaborations.
- Provide effective organisation and management of Art and seek ways of improving organisational structures and functions in line with legal requirements based on rigorous self-evaluation.
- Line manage/lead the appraisal of staff where appropriate.
- Support the process of appointing new staff.
- Manage all subject resources.
- Lead on Art through effectively working with senior leaders, other curriculum leaders and staff.

5. Working with Others and Self Development

- Treat people fairly, equitably and with dignity and respect to create and maintain a positive culture.
- Build a professional and collaborative learning culture within the School and actively engage with others to build effective learning communities.
- Ensure the School's Computing policies and practices are implemented effectively.
- Acknowledge the responsibilities and celebrate the achievements of individuals and teams.
- Coach and mentor subject staff to raise standards.
- Develop and maintain a culture of high expectations for self and for others and taking appropriate action when performance is unsatisfactory.
- Regularly reviewing own practice, set personal targets with the Senior Leadership Team, and take responsibility for own personal development by participating positively in arrangements made for performance management.
- Manage own workload and support others to manage an appropriate work life balance.

6. Strengthening Community

- Engage with the Thinking Schools Academy Trust community to secure quality and entitlement of provision for all students.
- Promote the internal and external high expectations, perceptions and standards of the School to the wider community.
- Work collaboratively at both strategic and operational levels.

7. Conditions

- The Head of Art will undertake any other duties which from time to time may be required and be relevant and commensurate with the post, as deemed necessary by the Principal and Governors/Trustees.

Generic Duties relevant to all members of staff

The Trust

The ethos of the Trust is included within the strapline “Transforming Life Chances”. All staff are expected to be committed to this aim in everything they do.

It is expected that all staff work collaboratively as members of the Trust to share good practice, resources and ideas and realise the Trust’s visions and aims. All staff should act with professional integrity at all times, following the “Code of Conduct”.

You will primarily be based at Goodwin Academy. However you may be asked to work at any of the other academies within the Trust or partner schools and you should expect to travel between sites as required.

Teaching and Learning

This is our core business and therefore it is an absolute priority. Although this role is not a direct teaching role you are expected to support all teaching staff, irrespective of seniority, to ensure they concentrate on the core business. This may mean undertaking tasks outside of your area of responsibility where required.

ICT

It is expected that all teaching and support staff follow the ICT Vision of the Trust.

All staff will be expected to utilise ICT and to improve communication and reduce paper use. Security procedures must be followed when using ICT systems.

All staff are expected to follow (and ensure students follow) the procedures as laid out in the Trust’s Acceptable Use Policy. Staff are also expected to ensure that they follow Trust policies with regard to professional conduct when using ICT systems or Trust ICT equipment.

Health and Safety

Employees are required to work in compliance with the Academy’s Health & Safety Policies and under the Health and Safety At Work Act 1974 (as amended), ensuring the safety of all parties they come into contact with, such as members of the public, in premises or sites controlled by the Trust.

In order to ensure compliance, procedures should be observed at all times under the provision of safe systems of work through safe and health environments, including information, training and supervision necessary to accomplish those goals.

Safeguarding

The Thinking Schools Academy Trust is committed to safeguarding and promoting the welfare of children and young people and all staff must ensure

that the highest priority is given to following the guidance and regulations to safeguard children and young people. All staff are to have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures adopted by the Thinking Schools Academy Trust. Any safeguarding or child protection issues **must** be acted upon immediately by informing the Designated Child Protection Officer.

Data Protection

The Thinking Schools Academy Trust takes the responsibility of protecting and securing the data of Pupils, Staff, Parents and all associated individuals very seriously. The Trust requires all staff to complete data protection training and to adhere to its Data protection policies and procedures. All staff must ensure that if they suspect a data breach they must inform the Trust Data Protection officer immediately.

This job description forms part of the contract of employment of the person appointed to the post. The duties, responsibilities and accountabilities highlighted in this job description are indicative and may vary over time at the discretion of the Trust and the Principal. This job description will be reviewed annually and is an integral part of the Appraisal and line management process.