



ALDRIDGE  
EDUCATION

# Subject Leader – Art / Design

## Recruitment Pack

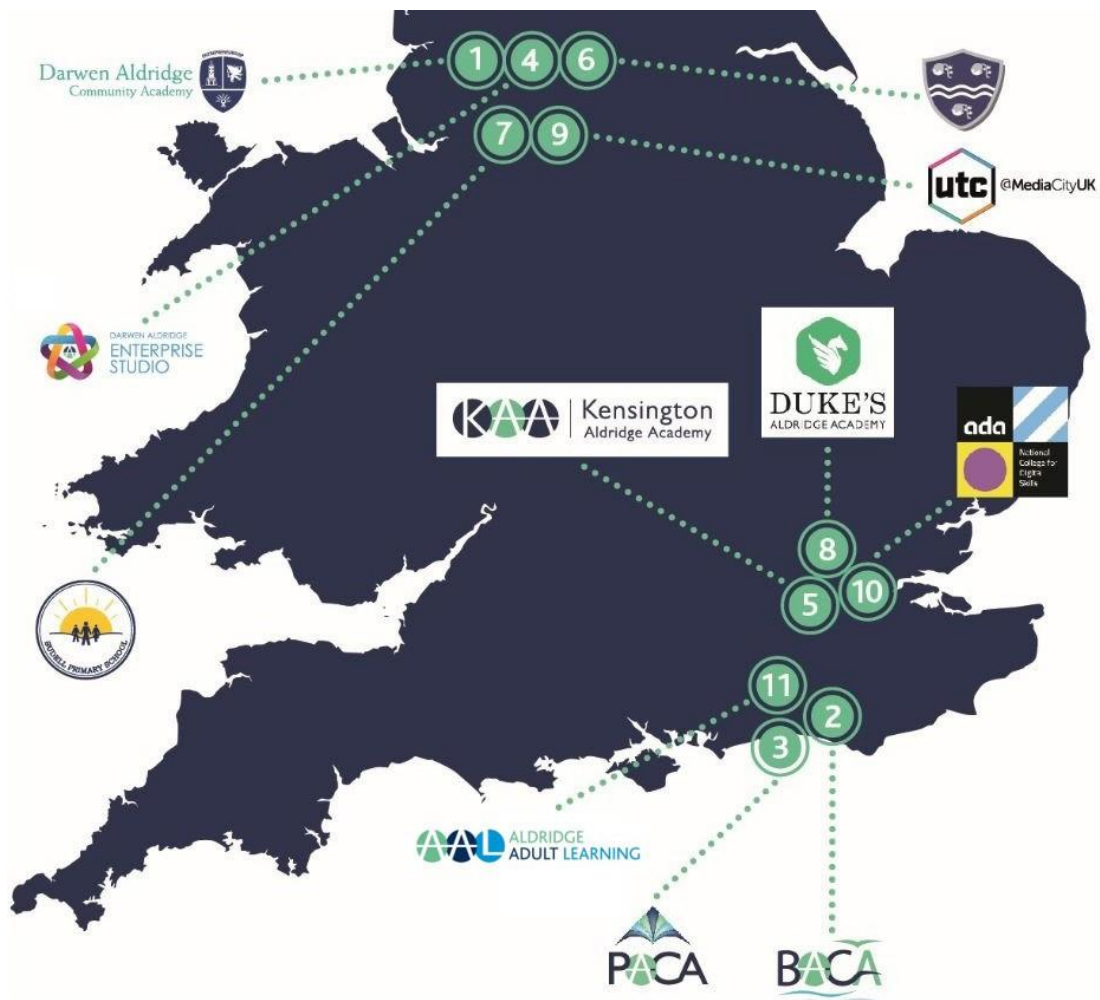
# Introduction

## Welcome from Jane Fletcher, CEO and Rupert Nichols, Chair of the Aldridge Education Board of Trustees

Aldridge Education is a norms-led organisation committed to providing an equitable and high-quality education for all. Sponsored by Sir Rod Aldridge, we have a strong desire to be entrepreneurial in approach and to provide our students with all they need to leave compulsory education with genuine choices available to them about their futures.

The trustees of Aldridge Education are both proud of the work being done across the Trust and keen to continue that work as we continue to pursue our mission, build towards excellence and broaden our scope.

Together, we are looking for an individual with integrity, high standards and a bias for action to join part of our team. Who you are and your approach to your work is as important to us as what you know – we're genuinely in the work together at Aldridge Education and so we're looking for someone who wants to be a part of the team.



## Aldridge Education

Aldridge Education is a semi-national multi-academy trust with schools located in West Sussex, London, Salford and Lancashire. We also have family links with Ada, the National College for Digital Skills and we are the lead sponsor for Kensington Aldridge Academy, secondary school of the year in 2018.



# Our ethos and values

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**Our mission is to bring true equity to education through academic rigour and whole-learner development; supporting aspiration for all and leaving no one behind.**

Everyone working for Aldridge Education is asked to commit to these norms and to being open to improving our practice as we see ways to better embody both our norms and our mission.

## **We are Aldridge Education**

We all own the name, the right to speak, the reward and the responsibility. We believe the best of each other, speak positively and act with thought and purpose in order to find solutions and to do good work.

### **The standard is excellence**

Excellence is our bar – it's what we aim for together, nothing less – so we support each other to get better faster.

### **We champion equality**

Inclusion and equality are central to our mission. We aim to leave no-one behind and we are fiercely anti-discrimination.

### **We're in the work together**

We each stand by our mission and we act with transparency and clarity. Because we share accountability, we both give and receive feedback. We celebrate honest support that makes us collectively better.

### **We behave with integrity**

Professionalism, honesty and humanity underpin every word and action. Truth and kindness work hand in hand.

### **We lead by example**

We own our responsibility to live our norms. We expect to be role models to those around us in matters both small and large.

### **We use time well**

Time is precious so we work smart. We select actions and tools that provide the most benefit from time invested. We avoid creating unnecessary work for others.



# Our ethos and values

## Aldridge Advantage

There are two key themes to our work and five strands of activity.

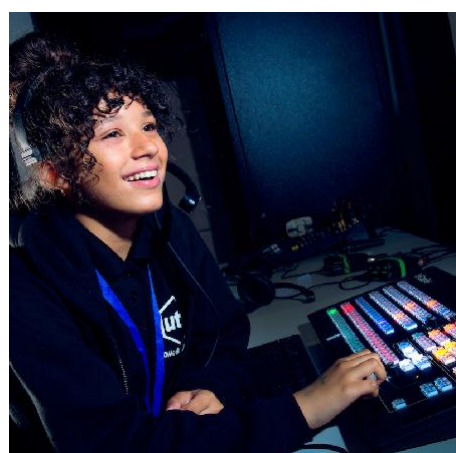
Our themes are:

1. **No-one left behind**
2. **Bringing learning to life**

These sum up the intentions of our work and the things for which we want to be known.

The five strands of activity in our current strategic plan, which runs through to 2026 are:

1. **Organisational culture**
2. **Excellent learning for all**
3. **Whole-learner development**
4. **Valuing our people**
5. **Partnership-working**





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# About Aldridge Education

## Aldridge Education Information

Aldridge Education is a charitable trust whose entrepreneurial community schools help young people to reach their potential. We seek to work with our Principals and teachers in rapidly improving the quality of education on offer at primary, secondary and sixth-form levels in order to transform the life-chances of our students.

Aldridge Education was established as a national multi-academy trust by the Aldridge Foundation in 2016, taking over responsibility from the Foundation for its family of non-selective academy schools and colleges, and acting as lead sponsor for a single academy trust within the Aldridge family of schools.

Sir Rod Aldridge launched the Aldridge Foundation in 2006 after retiring from Capita Plc, the business he set up and which became one of this country's most successful companies. The shared belief of both organisations is that we exist to seek equity for our communities, to bring learning to life through our entrepreneurial spirit and attributes, and that it is a combination of excellent academic provision and great personal development that helps our learners thrive. We seek to provide context and relevance to their learning, and to foster creativity, passion, determination, risk-taking, problem-solving and teamwork. These characteristics help our students achieve in their education and acquire further vital skills for adult life.

For more information, please view our website: [www.aldridgeeducation.org](http://www.aldridgeeducation.org)

I look forward to hearing from you.

**Jane Fletcher**

Aldridge Education, CE



ALDRIDGE  
EDUCATION





# About Dukes

## Dukes Aldridge Academy Information

The academy enjoys a rich mix of culturally diverse students drawn from one of London's most ethnically vibrant wards. This socio-economic profile shields a positive and vital aspect of our academy's community. The academy's specialism is for the arts (English, Media and Art). The academy is fully integrated with the secondary base of the Vale Special Academy for children with physical disabilities and complex needs which share the campus and buildings.

Duke's Aldridge Academy is a member of the Aldridge Education family of academies. The link to the website is as follows: <http://aldridgeeducation.org/> Duke's Aldridge Academy (formerly Northumberland Park Community School) was judged as 'good' in its last Ofsted inspection in November 2019. We have set ourselves the goal of moving from being good to being outstanding in all aspects.

Duke's Aldridge Academy places teaching and learning at the heart of everything we do and continuously supports and trains its teachers to become excellent. The academy has achieved a dramatic improvement in achievement over the past few years, breaking through the presumptions that social deprivation limits attainment. We intend to continue to raise achievement beyond national averages and that of academies whose children and families are in more fortunate circumstances, as for our children more than others, education and achievement is a vital basis for their future life chances.

When staff, students and families walk through our gates and onto our site, they belong to the Duke's Aldridge Academy. In this community, we build meaningful relationships based on trust and mutual respect. Our classrooms, corridors and the academy environment are safe spaces where nobody is judged and everyone is valued. Our ethos, driven by our commitment to Duke's values, is built on inclusion and our dedication to care for member of our community as an individual. We put learning and learners first in every decision we make. We are proud of our academy and committed to supporting all staff and students to "be the best you can be".

Once appointed, we expect that all staff will continue with their professional development which emphasises teamwork and the sharing of good practice. Our programmes for trainees and NQTs are particularly strong and have been highly praised by HMI. Staff are valued highly, moral is high and there is strong recognition that all play an important role to enable our academy to succeed.



# JOB DESCRIPTION

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<b>Academy:</b>	Dukes Aldridge Academy
<b>Job Title:</b>	Subject Leader – Art and Design
<b>Reporting to:</b>	Director of Creative Arts
<b>Contract Basis</b>	Full Time
<b>Salary</b>	MPS / UPS + TLR2a

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## **Overall Purpose of the Role:**

Enhance the provision for the creative arts at Duke's Academy.

- Providing enrichment activities within the curriculum and out of hours. Through a range of activities and extra-curricular learning.
- Supporting the Head of Faculty in the initiation of projects.
- Forge links with the wider community by developing partnerships and providing outreach programmes that are creative and will serve to enrich the lives of students, their art skills and well-being.

## **Key Responsibilities:**

Overviewing/sustaining and updating curriculum.

- Leading on moderation and standardisation across the key stages.
- Examination coordination and administration.
- Enrichment programme – responsible for running of art related activities.
- Outreach partnerships – to liaise with local/national arts organisations.
- To implement and update behaviour management procedures.
- Delivery of courses to assigned classes via suitable classroom practice.
- Monitoring an appropriate level of marking and preparation to support class work.
- To take responsibility for creating a pleasurable and stimulating learning environment for students to work in with thoughtful display and management of resources in the classroom
- To plan work in accordance with departments schemes of work and National Curriculum programmes of study.
- To maintain good discipline by adherence to the advice given to staff in the School Handbook and elsewhere.
- To maintain notes and plans of lessons undertaken and records of student's work.
- To mark, monitor and return work within a reasonable and agreed time span providing constructive oral and written feedback and clear targets for future learning as appropriate.
- To carry out assessment programmes as agreed by the school or department.
- Attend the appropriate parent's evenings to keep parents informed as to the progress of their child.
- To be familiar with the Code of Practice for identification and assessment of Special Educational Needs and keep records on Individual Education Plans.
- To undertake responsibility for a tutor group as required including tutor /student /parent interviews.
- To promote good attendance and punctuality in accordance with the school's attendance policy.
- To support the aims of the school to promote a "learning community".
- To treat all members of the community, colleagues and students, with respect and consideration.
- To treat all students fairly, consistently and without prejudice.
- To set a good example to students in terms of dress code, standards of punctuality and attendance.
- To promote the aims of the school by attendance at and participation in events such as open evenings and option evenings.
- To support the ethos of the school by upholding the Behaviour code, uniform regulations etc.
- To access ICT effectively.
- To take responsibility for personal professional development and participate in staff training when provided.
- To read, be aware of and adhere to the various policies of the school as expressed in the School Development Plan, staff handbook and subject team /year team documentation.
- To attend all team and staff meetings. • To undertake duties as prescribed within the school policies.
- To ensure that all deadlines are met as published in the school calendar.



- To undertake professional duties that may be reasonably assigned to them by the Head Teacher – e.g. Cover.
- To actively promote the school's ethos as a community school

## **Relationships**

You are responsible to the principal as delegated.

## **Other Responsibilities**

Operating at all times within the stated policies and practices of Dukes Aldridge Academy and the wider Trust.

- Share and be fully aligned with the vision and operating norms of Dukes Aldridge Academy, and of Aldridge Education
- Value, support and champion all school improvement levers: the practices and strategies, which drive our continued progress and school culture
- Support colleagues and be generous with sharing knowledge and skills, which will develop others
- Champion the success of your team and encourage them to be the best that they can be

Abiding by and practicing the Aldridge Education Operating norms:

- We are Aldridge Education
- The standard is excellence
- Our people matter
- We're in the work together
- Character is key
- We lead by example
- Every moment matters

## **Equal Opportunities**

- To know and adhere to the Dukes Aldridge Academy equal opportunities policy and equalities legislation and implement in relation to job responsibilities in employment and service delivery.

## **Health and Safety**

- To take reasonable care for his/her own health and safety and any other person(s) who may be affected by his/her acts or omissions at work, in accordance with the Health & Safety legislation.
- To co-operate with the Dukes Aldridge Academy insofar as is necessary to enable it to comply with its duties under relevant health and safety legislation.

## **Safeguarding of Children Young people and Vulnerable Adults**

To be aware of and work in accordance with the Dukes Aldridge Academy safeguarding child protection policies and procedures in order to safeguard and promote the welfare of children and vulnerable adults and to raise any concerns relating to such procedures which may be noted during the course of duty.

The post holder will be required to have a valid Enhanced Disclosure and Barring Service (DBS) certificate and be re-checked every 3 years as per procedure.

# PERSON SPECIFICATION

	Essential	Desirable
<b>Qualification</b>		
Qualified teacher status	Y	
Appropriate Degree	Y	
Commitment to personal/professional development	Y	
Evidence of continuing professional development		Y
<b>Experience</b>		
Experience of teaching KS3 and KS4 students	Y	
<b>Knowledge and Understanding</b>	Y	
Secure knowledge and understanding of the concepts and skills in specialist subject	Y	
Ability to employ a range of effective teaching, learning styles and assessment methods	Y	
Strong command of subject area	Y	
<b>Teaching and Learning</b>		
Ability to raise achievement for all	Y	
Committed to ensuring excellent standards of behaviour at all times	Y	
Good communication skills	Y	
Committed to the role of form tutor for a group of students and the benefits of pastoral care	Y	
<b>Skills and Attributes</b>		
Ability to establish good working relationships with students, parents and staff	Y	
Good communication skills	Y	
Enthusiasm and good sense of humour	Y	
<b>Child Protection</b>		
Commitment to form and maintain appropriate relationships and personal boundaries with young people	Y	
Commitment to safeguarding and promoting the welfare of young people	Y	
Understanding of how best to promote the health, safety and well-being of young people	Y	
<b>Personal Qualities</b>		
High expectations of students	Y	
Highly motivated and able to motivate and inspire students	Y	
Enthusiastic and committed	Y	
A passion for teaching	Y	
Excellent interpersonal skills	Y	
Ability to be reflective and self-critical	Y	
Willingness to take on other roles and responsibilities within the department		Y



# Application process

## HOW TO APPLY / PROCESS OF SELECTION

If after reading the details you would like to apply for this post, please:

Complete the application form in full online via the Trust's Every HR Applicant Tracking System:  
<https://candidates.every.education/Vacancies/Details?advertKey=9f8944d2-b0d0-48db-b822-05e1230d49d5>

Interviews are planned for: tbc

### Completing the application

Candidates are asked to complete all the standard information required on the application form and to submit a support statement addressing the job requirements.

### References

Candidates are advised that references will be taken up immediately after shortlisting. Candidates are asked to ensure that their referees are aware of the need to respond within the timescale set. In all cases two professional references are required.

### Safeguarding Statement

Aldridge Education is committed to safeguarding and promoting the welfare of its students and expects all employees and volunteers to share this commitment. Where the role for which you are applying involves engaging in regulated activity, it is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children.

A copy of Aldridge Education's Child Protection policy is available on our website at [www.aldridgeeducation.org](http://www.aldridgeeducation.org)

Following successful shortlisting, Aldridge Education will carry out the necessary prohibition checks for all teaching staff, as well as for all candidates undertaking regulated activity. If you are shortlisted for the position you are applying for, you will be required to complete a Declaration giving details of any relevant criminal offences and other relevant information relating to our safeguarding duty. Further information will be provided on that form.

Any offer of employment will be made conditional upon a satisfactory enhanced DBS check and other safer recruitment checks.

If you are shortlisted for the position you are applying for, Aldridge Education will undertake online searches (including social media) in accordance with KCSIE 2023.

*This post is considered exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975,*





