

Shrewsbury

CO-EDUCATIONAL BOARDING & DAY SCHOOL



Information for Candidates

Art Fellow

From September 2024

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Headmaster's Welcome

Having moved to Shropshire with my wife and young family in 2018, I can speak with first-hand experience of the warmth of welcome offered by the School community and indeed within the town of Shrewsbury. It really is a friendly, gentle yet invigorating place to live and work.

The School's 110 acres have the feel of a village gathered around a green. Stunning architecture complements the natural beauty of ancient trees and open spaces that are meticulously maintained. We wholeheartedly believe that children and staff alike respond to the inspiration of their surroundings. There can surely be fewer more uplifting places in which to live and learn. Staff morale is high and there is a shared sense of purpose which is energising. The pupils are a diverse crowd who are united by a willingness to participate and enjoy all that the school has to offer. We have an excellent staff development programme ensuring that colleagues are stimulated to keep growing as professionals.

Above all, it is a community where the individual is celebrated and encouraged to become the fullest and best version of her or himself: this goes as much for the staff as it does the children in our care.

Thank you for your interest in Shrewsbury School. I hope that this document will encourage you to go ahead with an application that may lead to your joining this unique and vibrant school community.



Welcome to Shrewsbury School

Shrewsbury School, Independent School of the Year 2020, has a world-class reputation for all-round excellence. Fully co-educational, with a seven-day boarding heartbeat and an integral day community, the school delivers a dynamic education that develops the abilities and enthusiasms of each and every pupil.

Founded by Royal Charter in 1552, Shrewsbury School is one of the 'great' nine schools in England identified by the Clarendon Commission of 1861. The School moved to its current location in 1882. Over the centuries it has grown in size and reputation. Girls first joined the Sixth Form in 2008 and it is now ranked amongst the leading co-educational boarding schools in the world, educating around 840 pupils aged 13-18 years.

Shrewsbury delivers a programme of academic learning that is exciting, challenging, responsive and versatile. On the School's breath-taking 105-acre site on the banks of the River Severn, pupils also have the opportunity to participate in a wide range of sporting, music, drama and co-curricular activities, as well as being encouraged to engage in adventure and charitable endeavour.

Shrewsbury School is committed to a seven-day full boarding model that benefits from a local day element. The School offers only one kind of boarding: full boarding, with nearly 80% of the school roll being full boarders and around 20% holding non-UK passports.

Packwood Haugh Prep School (co-educational, boarding and day school for pupils aged 3-13) became part of the Shrewsbury family of Schools in 2019.

Shrewsbury is a registered charity with a number of wholly owned trading companies, an annual income of over £25m and a staff of 400. It is overseen by a Governing Body which has up to 19 members. The Governing Body and its Committees meet once a term.

Recent years have seen an ambitious programme of new buildings and refurbishment projects. The fully refurbished Barnes Theatre, recently opened by Sir Michael Palin, Old Salopian, with additional new teaching facilities for Drama and Dance. The building of a fifth girls' House (Queen Elizabeth Hall) was completed and opened in September 2023, along with two new all-weather sports pitches. A full refurbishment of Rigg's Hall, one of our boys' Houses, completed in 2022, with refurbishment projects of Churchill's and Ingram's Hall completing in December 2023. There are also plans to refurbish School House in Summer 2024.

Art Fellow

Full time, term time, fixed term for one year.

The School seeks to appoint a recent graduate or post-graduate to contribute to the School's Art programme. The role of Art Fellow combines the core functions of a technician, with the opportunity to support teaching and learning, including leading in the delivery of some lessons. The successful candidate will also contribute to the School's thriving pastoral and co-curricular programmes. This post would be ideal for someone wishing to gain initial experience in the teaching profession and to gain key skills and knowledge in one of the country's leading boarding schools.

The post is for a fixed term of one year, with the option of extension by mutual consent. The successful candidate will also be able to enjoy a programme of continuous professional development and many of our Fellows go on to complete their formal teacher training qualifications either by gaining a full-time post in the School, or by using the experience to secure a place on a recognised course elsewhere.

Art and Photography are both popular subjects at Shrewsbury. With a high proportion of pupils achieving top grades at both GCSE and A Level, and a good number going on to pursue creative courses after the Upper Sixth (Year 13). The Faculty has recently achieved national recognition, having been shortlisted for the TES 'creativity' award in 2020.

Art thrives outside the formal timetable too. There are art societies, run largely by the pupils, and visiting artists are often invited to speak and run workshops with our pupils. Trips to galleries, both local and national, take place frequently.

There are four full-time teachers of Art, and one Art Fellow, who work in a friendly and collaborative working environment, accommodated in the spacious Art Schools building. The Faculty is well-resourced with the latest learning technology, including hardware and software, and all staff are issued with a Microsoft Surface Pro device.

A full induction programme is provided for all new members of staff, including First Aid training and CLEAPPS training. In addition, we offer a competitive salary and generous benefits including pension, life insurance, school lunch when the kitchens are operational, free car parking, free use of school facilities when not in use by pupils (library, swimming pool, gym, tennis courts, squash courts), access to a cycle to work scheme and the Art Fellow would have use of facilities to work on their own practice outside of curriculum time. Accommodation is available.

For a full recruitment pack and application form, please visit www.shrewsbury.org.uk/page/job-vacancies alternatively, email recruitment@shrewsbury.org.uk or call the HR department on 01743 280834.

Closing date for completed application forms is 12pm, Thursday 15 August 2024.

Interviews will be held at the school on Friday 23 August 2024.

Please submit your application at the earliest opportunity, we reserve the right to appoint before the closing date.

Shrewsbury School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Candidates will undergo thorough child protection screening including checks with the Disclosure & Barring Service.

Job Specification

The Art Fellow is directly responsible to the Head of Art. While the responsibilities of the role may shift with the needs of the Faculty and to suit the strengths of the individual candidate, the following core functions will be essential:

Technician responsibilities

- ✦ Ensuring that the Art School is maintained in an orderly and tidy manner at the direction of the Head of Art, including the regular cleaning and organisation of prep room, stock cupboards, sinks and drawer units.
- ✦ Monitoring and maintaining robust and safe processes within the Faculty including use of materials according to CLEAPPS guidelines, chemical/sharps storage and reporting any faults.
- ✦ Assisting teaching staff in preparing materials for lessons and providing support within lessons with significant or complex Art & Design practical content.
- ✦ Organisation and systematisation of storage, including the archiving and retrieval of pupil work.
- ✦ Framing, mounting, hanging and removal of pupil work within the Art School, and also for exhibitions and elsewhere on the School site.
- ✦ Maintaining stock levels for all media in the Faculty, placing and tracking orders and ensuring deliveries are fulfilled.
- ✦ Undertaking maintenance of the Art School's technical equipment including printing presses, photocopier, kilns, screens and laser cutters.
- ✦ Undertaking key preparation processes for pupils, including photographic equipment, screen printing and the firing of kilns.
- ✦ Creating marketing material for visiting lectures and events.

Academic responsibilities

- ✿ Supporting the delivery of Art at all levels in the school either through team teaching or, if appropriate, taking the lead in specific lessons.
- ✿ Supporting senior pupils with individual projects.
- ✿ Supporting pupils studying Photography, including checking and charging cameras and preparing digital & photo studio equipment.
- ✿ Working 1-1 and in small groups with pupils whose artwork requires a high level of technical assistance.
- ✿ Covering for Art Faculty teachers, on the rare occasions this might be required.
- ✿ Assisting the Faculty in its work for Partnership and Community Engagement.
- ✿ Assisting with the invigilation of internal and public examination sessions.

Pastoral and co-curricular responsibilities

- ✿ Undertaking a weekly boarding duty.
- ✿ Taking on responsibility for a tutor group.
- ✿ Offering occasional assistance with boarding house trips and events.
- ✿ Supporting co-curricular activities for up to two sessions per week.

Person Specification

It is anticipated that the successful candidate will demonstrate the following:

Subject knowledge

- ✿ Good honours degree in Art or closely related subject (applications are welcome from current final-year students).
- ✿ With support from the Head of Art, the ability to provide stimulating, well-planned lessons.
- ✿ Subject knowledge in Art to inspire pupils of all abilities and particularly to challenge able students.

Pastoral and co-curricular duties

- ✿ Commitment to boarding school life and the ability to carry out the role of tutor effectively.
- ✿ Professional, yet caring and compassionate approach to working with pupils.
- ✿ Willingness to be involved in a range of co-curricular activities.

Personal qualities

- ✿ Excellent communication skills (oral and written) for dealing with pupils, parents and colleagues.
- ✿ Conscientiousness, enthusiasm, and the ability to sustain term time hours, including some evenings and weekends.
- ✿ Ability to work independently and in a team.
- ✿ Ability to develop a rapport with pupils throughout the School.
- ✿ Strong organisational skills, and the ability to meet deadlines.
- ✿ A positive attitude towards professional development and their own learning.

Suitability to work with children

- ✦ Shrewsbury School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.
- ✦ The postholder must comply with the School's Safeguarding & Child Protection policy at all times.
- ✦ The postholder must undergo Safeguarding & Child Protection training as directed by their line manager.
- ✦ An enhanced Disclosure & Barring Service check will be completed on the successful applicant.

Our Ethos

Shrewsbury School has a strong vision, derived from our position as a major co-educational boarding and day school of international reputation.

A Shrewsbury education will educate and empower each individual pupil to flourish in life and contribute positively to the world around them.

Shrewsbury offers a unique whole person education – Floreat – that fosters learning and personal development in four vital and mutually reinforcing fields: the intellectual; the active; the expressive and the reflective. Through this distinctive model of education Shrewsbury promotes the Six Salopian Virtues: wisdom; kindness; courage; integrity; self-mastery and spirit.

As a learning community, the school pursues academic knowledge, wisdom and truth with the aim of developing the 'cultural capital' of each child and instilling character strengths, aptitudes and vital life skills, such as resilience and resourcefulness. The individual is able to flourish whilst also pursuing communal values, social responsibility and a willingness to contribute positively to the wider world.

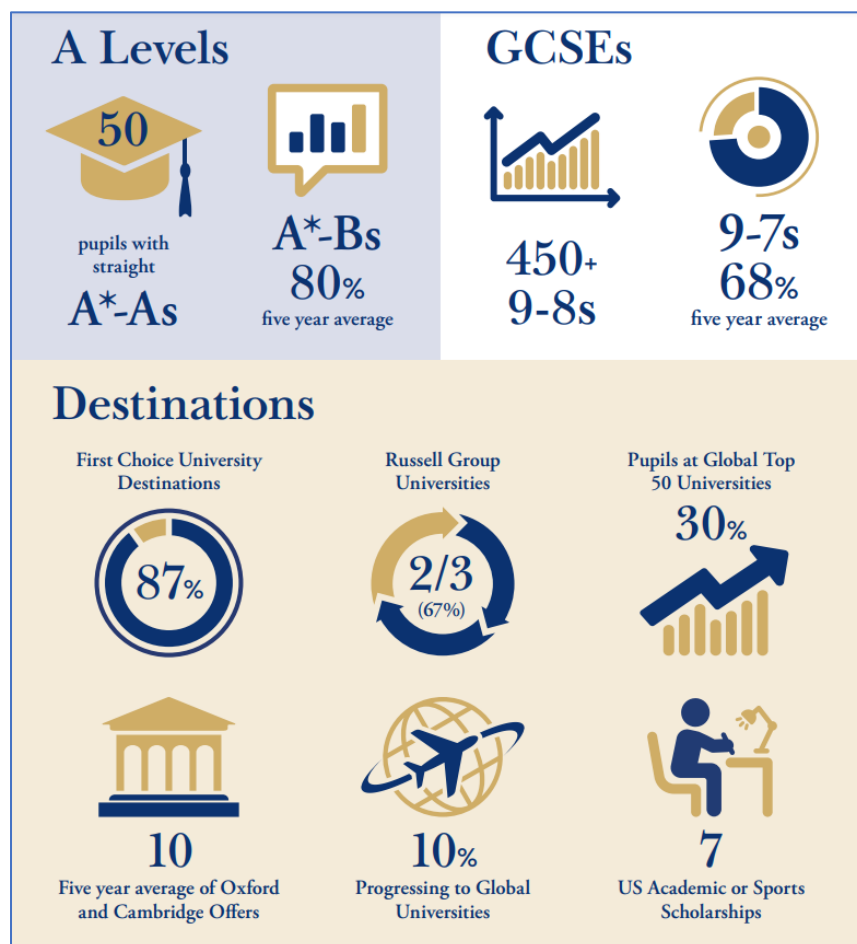
More information about Shrewsbury's Ethos and Educational Philosophy can be found [here](#).



Academic Life at Shrewsbury

Academic life focuses on developing intellectually curious young adults who are able to think critically and creatively, have the confidence to question and to challenge and are equipped with the skills that they will need to thrive at all stages of life.

In recent years, between 5% and 10% of our leavers have gone on to Oxford and Cambridge and virtually all have won places at the university of their first choice. We expect about 80% of A Levels each year to be passed at A*, A or B grade. But there is as much joy for pupils who surpass his or her expectations as there is for the pupil whose progress to top grades always seemed more certain. Our Summer 2023 results and destinations are summarised below.



Teaching at Shrewsbury

Shrewsbury's academic provision endeavours to be exciting, challenging, responsive and versatile. Periods are 40 minutes long and there are between 5 and 7 of these each day, including Saturdays. Wednesday, Thursday and Saturday afternoons are dedicated to Sport and Activities. Teachers usually teach 24 periods per week (though this depends on any other responsibilities).

We employ around 150 teachers across the range of subjects. We accept ECTs as well as recent graduates – all appointments are based on ability in the classroom and outcomes of the interview process. We support unqualified teachers through the PGCE and also those wishing to complete their ECT induction.

All new members of staff are given a comprehensive programme of induction to help familiarise them with Shrewsbury life. Their academic and buddy mentors are there to assist the transition to Salopian life and support both professionally and personally.

Shrewsbury School is committed to the Continuous Professional Development (CPD) of its staff. INSET takes place at the beginning of each term with academic and pastoral themes being covered. Time is dedicated to the sharing of good practice and ideas in faculty meetings and individual training needs are identified both informally and through the formal appraisal process.



Pastoral Life at Shrewsbury

The unique, friendly yet respectful atmosphere between staff and students plays a crucial part in establishing the character of Salopians and the School. Together we are a highly supportive community. The House system (7 boys' Houses and 5 girls' Houses) is at the heart of Shrewsbury School.

The House is a Salopian's centre of gravity, a real home from home, somewhere to relax and make friends, as well as work. In addition to their Housemaster or Housemistress, each pupil has a personal tutor who also has strong links to a house and will be involved in a duty evening plus helping out with house events and trips.



Co-Curricular Life at Shrewsbury

We want all our pupils, whatever their ability, to enjoy their life beyond the classroom, and Shrewsbury has a well-earned reputation for artistic, musical and sporting excellence.

We compete internationally in cricket and rowing, and we are one of the strongest schools in the country for football, cross-country running and fives. Facilities and coaching for these - and a host of other sports including badminton, basketball, tennis, fencing, lacrosse, hockey, netball, and rugby - are excellent.

Our school plays and musicals have drawn praise at the Edinburgh Fringe Festival and in London. As one would expect from one of the strongest music departments in the country, the breadth and quality of music making is remarkable, and a number of students win places at some of the top music colleges each year.

We also offer our pupils an extraordinary array of clubs, societies and other co-curricular activities, many of which take place on a dedicated weekly activity afternoon. The majority are led by members of school staff.

Shrewsbury is surrounded by glorious unspoilt countryside and the School makes the most of its easy access to the Shropshire Hills, the Welsh Marches and Snowdonia, as well as easy access to Birmingham and Manchester.



International Links

At Shrewsbury School we delight in playing our part in developing outstanding schools around the world. Our first international school opened in Bangkok back in 2003 and has become the benchmark for quality education in the city and the wider region.

So successful has the venture been that we opened a second campus in Bangkok in 2018 to keep up with demand, while at the same time opening a new school in Hong Kong. In 2021, Shrewsbury signed an agreement for a new premium international school to be launched in Phnom Penh, Cambodia. Plans are afoot to open further international schools in the coming years.

The Shrewsbury family of schools share commitment to encouraging intellectual curiosity and respecting diversity and have formed a close and effective partnership over the years. We exchange best practice and perspectives from our own operating contexts via regular staff visits and via Governors who sit on the Boards of both schools. Over the years Shrewsbury UK graduates have visited Bangkok to enjoy gap year opportunities there.



The Application Process

Please complete the Shrewsbury School application form and submit with a covering letter and a digital portfolio of 4 - 6 images of your own recent creative work.

Please email your documents, ideally as 'pdfs' to:

recruitment@shrewsbury.org.uk

by the closing date and time.

Alternatively, you may prefer to send a printed copy, addressed to The Headmaster and posted to:

The Headmaster, The Schools, Shrewsbury. Shropshire SY3 7BA.

Closing date for applications is Thursday 15 August 2024.

Start date: September 2024

Short-listed candidates will then be invited to interview on Friday 23 August 2024.

Offers will be given verbally and in writing as soon as possible following the interview.

The School reserves the right to appoint at any stage of the recruitment process.

Queries regarding applications should be addressed to:

recruitment@shrewsbury.org.uk or telephone 01743 250834.

Please also see the Recruitment Guidance Notes on page 18.



Benefits and Contractual Terms

Salary

A competitive salary is offered for this role.

Accommodation

Accommodation is available.

Hours and times of work

This is a term-time only post, and the postholder will be expected to contribute their work within the Art Faculty during normal teaching hours, between Monday and Saturday, at times centred upon the delivery of lessons. In addition, boarding house duties (one house evening duty per week) will be expected for those members of staff who are accommodated by the School.

The postholder will be required to attend INSET.

Sick pay

The postholder will automatically join the contractual sickness scheme after the first six months of employment. In the event of sickness, you will receive 6 weeks at full pay and 6 weeks at half pay and thereafter Statutory Sick Pay.

Holiday pay

You are entitled to the paid statutory minimum holiday entitlement under the Working Time Regulations 1998 which is to be taken during the school holidays and is paid to you as part of the normal salary.

Pension

All support employees are eligible to join Shrewsbury School's Pension Scheme (employee 5%, employer 7.5%).

Training & Development

All Shrewsbury School staff have the opportunity to access generous professional training; we seek to develop individuals in all areas of their school life.

Benefits and Contractual Terms (continued) ...

Life Insurance:

The post holder will be able to join the death-in-service insurance scheme. In the event of your death whilst in Shrewsbury School's employment your estate will receive two times your basic salary.

Provision of Meals

All meals are available in our dining room, Kingsland Hall during term time. Refreshments are provided on site.

Parking

Parking is provided free of charge on and around site in designated areas and with a school permit.

Sports Facilities

Our swimming pool has both staff and staff family swim times. We have tennis courts, squash courts and a gymnasium which are available for staff use.

Cycle to Work Scheme

The scheme gives employees access to significant savings on cycles and accessories used for commuting purposes.

Recruitment Guidance Notes:

Shrewsbury School 2024

Terms of Appointment

Under the Department of Education's Keeping Children Safe in Education Regulations we have a legal duty to follow safer recruitment checks. Therefore, any appointment will be subject to the following employment checks:

Probationary Period

All appointments are subject to a twelve months' probationary period.

Application Form

All candidates must complete our application form to be considered for a job. You must list your employment history from the date you left full-time education and give details of any employment gaps. This should be accompanied by a covering letter.

Note: Unfortunately, CVs are not accepted.

Ideally your form and letter should be sent as a pdf to:

recruitment@shrewsbury.org.uk

References:

In order to assess candidates' suitability, we shall request at least two references. Please note that in accordance with best practice Shrewsbury School will follow up written references with a telephone call to the referee.

Right to work in the UK:

If you are invited to attend an interview you will be asked to bring identification with you to confirm your right to work in the UK. We ask that you bring **three** forms of identification with you, to include:

- ✦ Current passport or biometric residence permit
- ✦ Current driving licence
- ✦ Birth or adoption certificate for the UK or Channel Islands - issued within 12 months of birth (*including those issued by UK authorities overseas, e.g. Embassies, High Commission and HM Forces*)

Evidence of qualifications:

If you are invited to attend an interview you will be asked to bring original evidence of your qualifications.

Medical Fitness:

If successfully appointed, you will be asked to complete a medical questionnaire and if necessary, provide a satisfactory report from your GP.

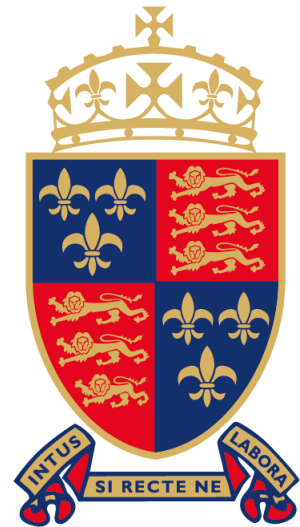
DBS Disclosure and other checks:

If you have ever been convicted of a criminal offence, bound over or cautioned, you must read carefully the section of the application form headed 'Criminal Convictions'. The appointment is subject to a satisfactory Enhanced Disclosure & Barring Service (DBS) Certificate.

If you have spent time abroad for three months or more in the last ten years you will be required to obtain an overseas check from that country. The school will support the successful candidate through this process.

Shrewsbury

CO-EDUCATIONAL BOARDING & DAY SCHOOL



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Email: recruitment@shrewsbury.org.uk

Telephone: 01743 280500

www.shrewsbury.org.uk

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