

# Candidate Brief

Head of Art (from September 2024)



Haileybury

**Haileybury is a leading co-educational independent boarding and day school in Hertfordshire with around 900 pupils, aged 11 to 18. Founded in 1862, Haileybury is a school that is rooted in history and tradition, but which is innovative and progressive.**

**Haileybury has an outstanding reputation in the UK and internationally and was judged “*excellent in all areas*” by ISI in October 2022.**

Situated on a beautiful 500-acre estate within easy travelling distance from London, Cambridge and various international airports, Haileybury offers a world of opportunity for pupils within a happy and purposeful community.

Haileybury is an **academically selective** school that creates learners who are ambitious, intellectually curious, imaginative and collaborative. Inspectors described pupils as “happy learners who appreciate the value of the broad education they receive and who enjoy the process of learning”.

We have a comprehensive system of **pastoral care and wellbeing**. Our House structure is led by an outstanding wellbeing team and Haileybury has onsite Health and Wellbeing Centres including a Counselling Service available to pupils and staff.

The **extensive co-curricular offering** at Haileybury provides a breadth of opportunity, and depth in terms of specialist provision. Pupils enjoy both individual and team successes at national and international level in sport, as well as achieving national awards in the performing arts. Through experiencing the co-curricular programme our pupils develop character, resilience and self-confidence.

Haileybury is **ambitious and thought leading**. For example, our new state-of-the-art SciTech Project includes laboratories that will house our research collaboration with professors from Stanford University allowing pupils to take part in real-life scientific endeavour.

We place great emphasis on playing our part in **the wider community**. The School has a vibrant and inclusive Chaplaincy and community outreach programmes support the School’s central value of service to others.

Haileybury has a strong **international dimension**, with two partner schools well established in Kazakhstan and further schools due to open in Bangladesh and Malta. Haileybury also proudly sponsors our academy partner, Haileybury Turnford, in the UK.

Our goal is for pupils to leave Haileybury with **a passion for learning, a strong sense of their own identity and respect for others**.

# The Role

Haileybury is looking to appoint a Head of Art from September 2024 to lead a vibrant, committed, and professional team of teachers and to enhance the quality of teaching and learning in the department. The post-holder will report to the Deputy Head (Academic).

The post-holder will be required to offer support to the learning, pastoral and co-curricular needs of the individual students through the house system as a tutor and the co-curricular programme. These duties should be carried out to a high standard to ensure the all-round quality of education for pupils at Haileybury.

The Head of Art will be responsible for the departmental vision and strategy as well as overseeing the development of the curriculums and examination cohorts.

Art is a popular subject at Haileybury and the Art School has a history of excellent examination results. The Art Department is a well-equipped, large, bright building boasting ample studio space on two floors.

All art students are encouraged to experiment and have the opportunity to use a wide range of materials including ceramics, sculpture, print-making, photography, design and many others.

The successful applicant will have impressive subject knowledge, a passion for art and a track record of outstanding success in teaching and learning.

## Key responsibilities:

- Share resources and good practice, undertake lesson observations and work scrutiny; encourage collaborative teaching, provide mentoring and actively encourage continuing professional development throughout the review cycle.
- Review, maintain or develop schemes of work at all levels and undertake or fairly delegate all necessary administration or academic courses, including examination and coursework processing.
- Monitor the progress of all students taking the subject, and set targets where appropriate; support key groups of pupils in their studies, including those with Learning Support requirements.
- Lead the co-curricular life of the Department, through events such as lectures, workshops, societies, trips, and open days.
- Review and plan to improve the impressive academic results of the Art Department.
- Plan and monitor budgets to meet the requirements of the Department; and develop the physical facilities and resources of the Department.
- Liaise with the Heads of Section, Deputy Head (Academic), Pastoral staff and parents where necessary to maximise the progress of students.

- Act as a point of contact for all those wishing to pursue any university studies linked to the subject.
- Ensure the best possible academic outcomes for pupils through planning, preparing and delivering courses and lessons to a high standard.
- Assess, mark, record and report on the development, progress and attainment of pupils in line school and departmental policy; providing timely and supportive feedback to pupils on their work including homework (prep).
- Differentiate teaching according to the educational needs of individual pupils, including those with Learning Support requirements.
- Maintain a stimulating teaching environment and exercise proper care of teaching materials, equipment and rooms.
- Advise on and co-operate in the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment.
- Promote the general progress and wellbeing of individual pupils and groups of pupils.
- Participate in INSET, and other opportunities for external training and professional development, including engaging with the School's professional development programme.
- Work with and inspire a tutor group of young people, as part of a wider team of year group and House tutors following the expectations set out in the Staff Code of Conduct.
- Supervise pupils as part of a House tutor team; this will include carrying out an evening House duty, and occasional Saturday evening and Sunday commitments.
- Share responsibility for all pupils within the School (especially those in your teaching or tutor groups) in liaison with appropriate Heads of Department, Housemasters and Housemistresses and senior leadership.
- Maintain good order and discipline among the pupils and safeguard their health and safety both when they are on the School premises and when they are engaged in School activities elsewhere.

**We strive to ensure that our staff body reflects the diversity of our pupil body. We therefore encourage candidates from ethnically diverse backgrounds. Appointments will be made on merit.**

## Development and Support

Professional development and learning sit at the heart of our school, and the successful post-holder will be joining a vibrant intellectual community.

They will receive bespoke, individualised support from their line manager and access to our comprehensive professional development programme.

Our teaching body is collegiate and supportive. The Common Room is welcoming and staff wellbeing is prioritised. The School has a full-time Health Centre as well as a Wellbeing Centre, Counselling Service and a resident Chaplain.

## Equality, Diversity and Inclusion

Haileybury is an equal opportunities employer and is committed to treating all employees and applicants equally irrespective of any protected characteristic.

The School is committed to its strategy of diversity and inclusion and encourages applications from staff with diverse backgrounds. In this way, the School wishes to enrich the collective knowledge and experience of its staff body. Staff are encouraged to contribute their ideas in order to help shape a curriculum that explores a range of perspectives, and meets the needs of our diverse pupil body.



# Travelling to Haileybury

## Air

London Heathrow (50 minutes by car), London Stansted (30 minutes by car) and London Luton (40 minutes by car) airports are within easy reach of Haileybury. London Gatwick Airport (75 minutes by car) is only slightly further away. All are served by rail links to central London.

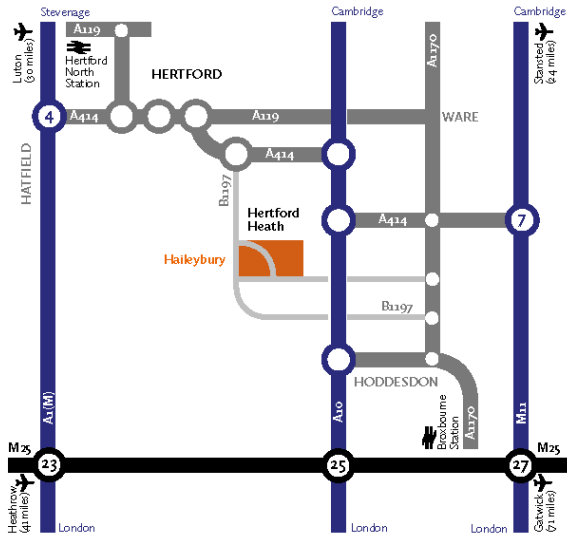
## Rail

There are two main line railway stations close to Haileybury. Hertford North to London (Moorgate or King's Cross) is a 40-minute journey. Broxbourne to London (Liverpool Street) is 35 minutes. Hertford North is a five-minute car ride from Haileybury and Broxbourne is 10 minutes away.

## Road

Haileybury is conveniently located close to the A10 and easily accessible via the M25, A1(M), M11 and A414.

- From the South East: Leave the M25 at junction 25 to join the A10 north (Cambridge), exiting the A10 at Hoddesdon.
- From the South West: Leave the M25 at junction 21a to join the A405, then the A414 to Hatfield and on to Hertford. The B1197 leads to Hertford Heath village.
- From the North: Leave the A1(M) at junction 4 for the A414 to Hertford, or leave the M1 at junction 7 (St Albans) for the A414 to Hertford.
- From the East: Via the M11 leave at junction 7 (Harlow) for the A414 to Hertford.



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