



Royal
Russell

Junior School Head of Art

Maternity Cover (one year)
from September 2025



The Junior School

I am delighted that you are considering joining the Royal Russell community. Royal Russell is different by design. We are a family school which means we value the things which make each of us distinctively brilliant. Our commitment to each other is to help every member of our community strive for their vision of success. Our happy, vibrant and ambitious community provides our families with an exceptional educational experience; with the pupil right at the heart.

We are a community that values the holistic development of the whole child. Our rigorous teaching and learning provides challenge for all pupils, stimulating their curiosity and academic development. Our specialist teaching that runs across the Junior School ensures that our educational offering is broad, deep and authentic. Children excel in the core academic subjects of English, Maths and Science. They enjoy a rich and broad range of learning in the arts, sciences, physical education and learning beyond the classroom.

We are proud of the success that we have in supporting our young people's wellbeing and nurturing their emotional development. Partnership with our families is key and we build on our excellent relationships with parents by welcoming them into school to be active participants in their children's journey. We are delighted to offer an inspirational range of character developing co-curricular activities and we encourage colleagues to be involved in celebrating their interests and passions.

We have a strong commitment to providing high quality training and development for all staff and being proactive in our drive to support the wellbeing of our entire community.

I am proud to lead such a successful and well-regarded School and to work with an amazing team of teaching and support staff. I look forward to receiving and reading your application with great interest.

John Evans
Junior School Headmaster





Our School

Royal Russell is a HMC/IAPS co-educational school with over 1,200 pupils between the ages of 3 and 18, situated on a beautiful green campus of 110-acres in South London, with a Junior School, Senior School and 200 pupil boarding community.

Our beautiful, green campus offers exciting learning opportunities and first-class facilities for both pupils and staff to develop and flourish. Staff are dedicated to providing a total education and this is reflected in the outstanding academic outcomes of our pupils.

Openness and inclusiveness are integral to the Royal Russell experience and we encourage applications from all communities, so that our staff body reflects our ambitious, open, distinctive and courageous Royal Russell pupil body.

We are proud of our day and boarding facilities that rank amongst the best in the UK. Our pupils, parents and staff experience a warm and friendly environment with strong pastoral care for every pupil alongside a comprehensive co-curricular and enrichment programme.

Royal Russell is proud to have achieved the highest grade of 'excellent' in every aspect during our most recent ISI Inspection.

Community Values

Royal Russell is a warm and thriving community of pupils, parents, staff, governors, Old Russellians, friends and supporters. We are bound together by our family ethos, a strong sense of pride in our school and a willingness to get involved.

By working together, supporting each other and having fun together, we have created a welcoming and inclusive environment for all. Living by our motto '*Non Sibi Sed Omnibus*', we encourage the qualities and values of responsibility and giving - which make Royal Russell special.

We are committed to our responsibilities to our wider community - local, national and international. We encourage our pupils to contribute, participate and lead so that they can learn the skills and attributes needed to make a positive contribution to society, now and in the future.



Head of Art

This is an excellent opportunity for an outstanding and enthusiastic teacher with excellent classroom skills and the dedication and enthusiasm to be part of a high achieving school to join our fabulous staff team and wonderful children in an inspiring school environment. You will be qualified to degree level with a teaching qualification and you will have a passion for working within a Junior School (Nursery to Year 6).

The Junior School is an integral part of the whole Royal Russell School community in which children and adults thrive. The role Head of Junior School Art is key to the future success of our children and the successful candidate will be an excellent classroom practitioner with strong subject knowledge. The School focuses on the pastoral needs and wellbeing of our children. Candidates should have experience of contributing, or be willing to contribute, to the wider life of a School.

Applications will be considered on receipt and should arrive no later than 9.00 am on **22nd April 2025**. Interviews will be held at the school on **Friday 2nd May 2025**. If you have not heard from us by **Friday 25th April 2025** you should presume that you have not been successful on this occasion.



Key Responsibilities

Head of Art

Reports to: Deputy Head and ultimately Headmaster

Job purpose: To teach such pupils and subjects as may be required by the Headmaster in accordance with the timetables, policies and schemes of work laid down by the school and to provide outstanding pastoral care.

Main duties and responsibilities:

- To coordinate and be responsible for maintaining to the required standards, all aspects of Art/ Design in Junior School to include schemes of work, development planning, policy documentation and resources for Art / Design and school display.
 - To prepare termly and weekly plans of work to be covered and present these to the JSMT when requested.
 - To prepare outstanding lessons according to the needs and abilities of the pupils.
 - To mark, evaluate and record the work and progress of the pupils in accordance with the procedures laid down by the school.
 - To inspire in the children a love of art and an excitement in creating it.
 - To write reports on pupils as requested by the Headmaster.
 - To promote Art & Design through links with other schools, trips and preparing work for internal/ external Art Competitions and whole school projects.
 - To identify any pupils who may require support with their learning and liaise with the Head of Learning Enrichment, Headmaster and parents as may be appropriate;
 - To maintain a safe, orderly and tidy Art / Design room and to share responsibility with all colleagues to maintain a safe, orderly and tidy school.
 - To regularly display pupils' work in an attractive, interactive and encouraging manner that promotes learning.
 - To assist with the design and creation of displays and scenery / props for special occasions and events , e.g. Book Week, Year 6 production, EYFS Nativity.
- To share responsibility with all colleagues for the pupils' pastoral care and safety and perform supervisory duties in accordance with prepared rotas.
 - To be attached to a school "House" and offer support and encouragement to house members;
 - To share responsibility, with all colleagues, to promote positive behaviour in accordance with school policies, custom and practice.
 - To provide regular co-curricular activities for pupils, and in particular, at least one weekly activity during the period 3.45 – 4.45pm .
 - To attend the daily Morning Assembly and take assemblies in accordance with prepared rotas.
 - To attend staff meetings and liaise and co-operate with colleagues on whole school matters.
 - To attend Staff Training Days.
 - To support school functions which may fall outside normal school hours, inc weekends; (Parents Association Events, Disco, Concerts, Sports Fixtures).
 - To cover for absent colleagues when required.
 - To attend parents' consultation meetings and liaise with parents informally as appropriate.
 - To ensure that you are familiar with all school policies and the contents of the staff handbook.
 - To undertake other such specific duties which may, from time to time, be reasonably assigned by the Headmaster



Our Offer

Royal Russell offers excellent benefits including a competitive salary on our own salary scale.

As part of the vibrant community at Royal Russell, you will join a friendly and dedicated team with easy access to transport links (Coombe Lane tram stop is opposite the School entrance).

In addition, we offer:

- Pension scheme and life insurance
- Meals in the dining hall during term-time
- Social events throughout the year, including a Christmas party for all staff
- Cycle to work scheme (salary sacrifice)
- Octopus electric car scheme (salary sacrifice)
- Free on-site parking
- Use of our on-site sports facilities, including tennis courts, swimming pool and gym

A discount of up to 50% on school fees (85% discount for wrap around care before and after school during term-time) and a 25% discount with Royal Russell Holiday Club, which operates during school holiday periods.

Further Information

Full details of our staff benefits and recruitment procedures can be found on our school recruitment page at: www.royalrussell.co.uk/discover/vacancies

You can also contact us by email at hr@royalrussell.co.uk or telephone HR on 020 8657 4433.

Applications (forms can be found on our website) will be considered on receipt and should arrive no later than the closing date specified. We welcome early applications and will review these on receipt.

The School is committed to safeguarding and promoting the welfare of children. All appointments are subject to a satisfactory enhanced Disclosure and Barring Service check (including a check against the *Children's Barred List*) and other pre-employment screening including references and medical fitness.



Campus Map

Our 110-acre campus contains incredible facilities for learning.



Main Facilities

- 1** Car Park
- 2** Reception / Headmaster's Study
- 3** Junior School
- 4** Early Years Centre
- 5** Performing Arts Centre / Auditorium
- 6** Dining Hall / Café
- 7** Chapel
- 8** Great Hall
- 9** Chapel Quad
- 10** Lime Tree Quad
- 11** Aston Webb Building
- 12** Library / Sixth Form Study Centre
- 13** Health & Wellbeing Centre
- 14** Science Block

Sports Facilities

- 15** Swimming Pool
- 16** Sports Hall
- 17** Top Pitch
- 18** The Paddock
- 19** Netball Courts
- 20** North Pitch
- 21** Astroturf Pitch
- 22** MUGA (Multi-Use Games Area)
- 23** West Pitch
- 24** Pavilion

Boarding / Houses

- 25** Buchanan / Reade
- 26** Cambridge
- 27** Hollenden
- 28** Keable
- 29** Latessa
- 30** Madden
- 31** Oxford
- 32** Queen's
- 33** St Andrew's



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www.royalrussell.co.uk

Royal Russell School, Coombe Lane,
Croydon, Surrey, CR9 5BX

