

St. Crispin's
Excellence for all



Excellence FOR ALL

Applicant Information Pack:
Teacher of Art & Design Technology
Maternity Cover

Closing date: 9am Thursday 21st May

Applications can be made by completing the [application form](#)

To arrange a visit or return completed forms contact

Sarah Hales - hales@crispins.co.uk tel. 0118 978 1144



Contents

Advert for the post of Teacher of Art & Design Technology - Maternity Cover	3
About St. Crispin's School	4
Headteacher's Welcome	5
About the Trust	7
Job description	10
The Art & Design Department	12
About Wokingham	13
The process and how to apply	14





Are you an outstanding and dynamic Art & Design Technology teacher looking for a role within an experienced and collaborative department?

For September 2026 | Full-time | Temporary

The Circle Trust Main Pay Scale. Range: M1 £32,916 to UPS3 £51,047 pro rata

Temporary for up to 6 months to cover a period of maternity leave, we are looking for a talented and passionate Art & Design teacher to join the vibrant learning environment of our Art & Design Technology department.

We hope to seek a specialist in textiles and photography, however all applications will be considered as we can accommodate changes to SOW and reallocate current members of the team, if necessary.

This is a fantastic opportunity to join our Art & Design team who are an inspiring group of teachers; well-established within the school and dedicated to offering a dynamic learning space for our students to develop a deep love of their subject.

At St Crispin's our ethos of "Excellence for All" encapsulates our commitment to do the very best for both students *and* staff and you will be welcomed by a happy, friendly and supportive team. We want you to enjoy coming to work and to feel valued in all that you contribute. Your enthusiasm to promote Art and Technology in the curriculum will be rewarded with opportunities to build your experience and maximise your potential.

Visits to the school are warmly welcomed!

To arrange a visit or apply

Contact Sarah Hales - PA to Headteacher haless@crispins.co.uk | Tel: 0118 978 1144

Applications can be made by completing the [application form](#)

Closing date: 9am Thursday 21st May | **Interview date:** TBC

Please note, we will be reviewing applications on a daily basis and reserve the right to close the advert early, should we receive sufficient applications.

The Circle Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share the commitment. Our recruitment process follows the keeping children safe in education guidance and offers of employment may be subject to the checks outlined in this document.

Our school

St Crispin's is a mixed comprehensive secondary school. We offer students of all abilities and interests the opportunity to fulfil their potential.

We believe in promoting excellence in an atmosphere where students can learn, enjoy, grow and support each other.

We have a strong focus on the basics: excellent learning and teaching, a safe, disciplined environment and an ethos that promotes high aspirations.

Good qualifications are the key to a young person's future success and for this reason, they are our main priority. Nevertheless, developing young people to become well-rounded, articulate, confident and happy is of equal importance.

We have a wonderful team of committed staff that provide support, challenge and expertise to enable every student to achieve.

Key Information

Type of School	Academy
Planned Admission Number (PAN) for Year 7	210
NoR	1549
Ofsted	Good (2022)
% SEND Students	16
% EAL Students	28
% Pupil Premium Students	12

Results

Attainment 8	51.94
English and Maths GCSE	58% 5+
A Levels	B-





Headteacher's welcome

Thank you for your interest in the Teacher of Languages position at St Crispin's School. I am delighted to extend a very warm welcome and to share with you a sense of what makes our school such a vibrant, ambitious, and rewarding community to be part of.

St Crispin's is a thriving mixed comprehensive school in Wokingham, and I hope that as you learn more about us, you gain a genuine understanding of our core values and what a special place this is for young people to excel. While this pack provides a helpful insight, I would strongly encourage you to visit us in person. Only by walking our corridors and talking to our students and staff can you truly appreciate what we stand for and the purposeful, supportive atmosphere that defines us.

At the heart of our work is our vision of **"Excellence for all."** We believe that every single student deserves the opportunity to be successful, and our aim is to help each of them become the very best version of themselves. Our students are happy, engaged, and ambitious, and they frequently express how much they value the excellent support they receive from our dedicated team of staff.

We take pride in focusing on the fundamentals of a great education:

- high-quality teaching and learning,
- a safe, disciplined environment, and
- an ethos that nurtures aspiration and personal growth.

While strong academic outcomes are crucial in opening doors for young people, we also place great importance on developing the whole person. We want our students to leave us as confident, respectful, well-rounded individuals who are equipped to thrive in life beyond school.

I am privileged to lead a committed, talented team of professionals who consistently go the extra mile. Our teachers are passionate about their subjects and dedicated to delivering stimulating, engaging lessons. Equally, our support staff work tirelessly to ensure that our students receive the best pastoral care and educational experience possible.

St Crispin's offers a wide range of extra-curricular activities that enable our students to broaden their horizons and pursue new interests outside the classroom. We are proud of the rich opportunities we provide and the positive impact these have on students' confidence, wellbeing, and enjoyment of school.

Thank you once again for considering joining us. If you have any questions or would like to arrange a visit, please contact our main office on **0118 978 1144** or by email at **contact@crispins.co.uk**. We would be delighted to welcome you and to share more about our vision for the future.

Yours sincerely,
Peter Griffiths
Headteacher





Pastoral system

Our school ethos for many years has been 'Excellence for All' and it is very much at the heart of all that we do. Indeed, we strive for excellence **from** all to ensure that there is a positive culture within our community to be the best that we can. We work to ensure that students not only leave with the best possible academic results that they can be proud of, but also key skills for the working world which are individualised to their needs and the path they wish to follow.

We offer enrichment beyond the classroom as much as possible, and stakeholders speak highly of the opportunities that the school offers. We tailor the curriculum termly for each year group to develop key life skills and virtues such as respect and resilience.

Our commitment to preparing young people for the wider world is reflected in not only our very low NEET figures but the increasing number of young people who choose to stay at the school for their post-16 studies and the number of external students that join us for the Sixth Form.



Our culture

The importance we place on values and positive behaviour ensures a culture within the school where students recognise that whilst they do have rights such as 'to learn' and 'to be heard', they also have a responsibility to respect one another as well as the wider community. This underpins the behaviour procedures which staff are consistent in implementing. We continually review the effectiveness of policies and approaches, and staff are encouraged to reward students for positive behaviour and for showing respect to our community.



About The Circle Trust

The Circle Trust, established in 2018, was created to serve Wokingham and the surrounded area. The Circle Trust was borne out of a desire that all children and young people have an excellent, well-rounded education and flourish in first-rate schools where the best teaching, the best facilities and the most up-to-date resources are made available to them.

 [An introduction to The Circle Trust](#)

We are a community of schools that have shared values and an essential common ethos and vision for education and learning. At the centre of our work together is improving the educational outcomes for our pupils.



For more information

Please visit [The Circle Trust](#) website and [Family Circle guide](#).

Our Trust's vision is

All children and young people deserve to have an excellent well-rounded education and **to flourish** in first rate schools with the best teaching, the best facilities and the most up to date resources made available to them



Our values are our cultural north star they drive our behaviour and decision making.



The highest educational outcomes for every learner is paramount



Preserving the unique identity and ethos of all partner schools is essential



To be anything but utterly inclusive is non-negotiable



Being self-reflective is essential in encouraging innovation, our Trust is always driven to improve further



What we say is what we do, we recognise talent, foster expertise, believe well-being for all is fundamental



Our Trust promotes collaborating with others and being outward looking

Our support

Our Trust provides the support and infrastructure that schools need to enable them to develop and improve, and for the school leadership and their local governance to achieve their objectives.

At the heart of our Trust is access to school improvement advice and guidance. We call this package of support “The Learning Curve!” As an all-through Trust (nursery—18 years), we are able to provide school improvement advice and strategy based on consistent and fluent approaches to education provision.



Our schools

We understand how to manage the balance between effective and efficient common systems whilst ensuring that the individual character and ethos of different schools is maintained. We work in a very transparent way, where schools have the opportunity to influence and their views are taken into account.

As a trust we are rooted in this approach and our ambition is clear; to improve the educational outcomes for children and young people. We don't want to change schools; we want to help them progress.



Badgemore Primary School



Emmbrook Infant School



Emmbrook Junior School



The Hawthorns Primary School



Hartland Primary School



Nine Mile Ride Primary School



Owismoor Primary School



Shinfield Infant and Nursery School



St Crispin's School



The Emmbrook School



Wescott Infant School



Westende Junior School



To find out more:

Please visit [The Circle Trust](#) website and [Family Circle](#) guide.

If you would like to arrange a meeting, please get in contact via the school office.

We'd love to have a cuppa with you!



Job description

Salary	The Circle Trust Main Pay Scale. Range: M1 £32,916 to UPS3 £51,047 pro rata		
Contract	Temporary	Start Date	September 2026

Aim and main purpose of the job:

Knowledge:

- Demonstrate subject competence and to keep up-to-date his/her knowledge of the National Curriculum for 11-16 year olds in relation to their subject; and where relevant to the post, other examination courses at KS4 and Post 16.
- To attend continuous professional development activities when required to update his/her knowledge of the National Curriculum, syllabus changes and national initiatives which impinge directly on teaching, pastoral or other responsibilities.
- To keep informed about the key priorities identified in the School Improvement Plan, associated department development plans and his/her responsibilities agreed upon within it.

Planning, Teaching and Classroom Management:

- To teach across a range of abilities and ages commensurate with his/her experience and skills and as agreed in consultation with the Headteacher and Head of Department.
- To plan lessons in accordance with the agreed departmental scheme of work and in line with the departmental teaching and learning policy.
- To plan lessons carefully with specific learning objectives and with special regard to prior attainment data, gender and race, fluency in English, DSEN (including IEPs).
- Use a variety of teaching approaches that identify, build upon and develop pupil learning styles, and the ability to learn independently.
- To set clear targets for pupil improvement and monitor progress towards these.
- To work effectively with Learning Support Assistants to plan lessons and individual support for pupils with specific learning difficulties.
- To set appropriate homework in line with school and departmental policies.
- Establish and maintain good standards of pupil behaviour in the classroom by implementing consistently and fairly the School Behaviour Policy.

Monitoring, Assessment, Recording and Reporting:

- To assess how well learning objectives have been achieved and use this assessment to improve aspects of teaching.
- To develop the expertise to be able to recognise the level at which a pupil is achieving, and make accurate and valid assessments using school and departmental policies and procedures.
 - To mark work on a regular basis in line with school and departmental policies and guidelines.
- To make careful records of attendance and pupil progress following carefully the departmental guidelines; mark books and pupil work should be available for scrutiny as required from time to time.
- To liaise effectively with pupils' parents/carers through informative oral and written reports on pupils' progress and achievements according to the school's assessment and reporting schedule.
- To discuss with parents/carers appropriate next steps in learning for their child, and encourage them to support their child's learning.

Other Professional Responsibilities:

- To undertake the role of form tutor, if required to do so, and follow the guidance given by the Head of Year in relation to carrying out this role.
- To undertake supervisory duties before school, at break or after school as required.
- To attend department, year and other school meetings as required.
- To contribute to the work of the department.
- To support colleagues in maintaining the school's behaviour policy.
- To maintain appropriate standards of professional appearance and conduct.
- To raise issues of concern with his/her line manager or with the appropriate member of SLT.
- To maintain the Professional Standards for teachers.
- To follow the school performance management system.
- The post holder is responsible for ensuring that the school safeguarding/child protection policy is adhered to and concerns are raised in accordance with this policy.
- To carry out tasks as reasonably required by the Headteacher.

Details of Line Management:

- Teachers are line managed by Heads of Department (and Heads of Year in respect to their work as a tutor)

Notes:

- Whilst every effort has been made to explain the accountabilities of this post, each individual task undertaken may not be identified.
- This job description is current, but following consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job, which are commensurate with the salary and job title.



Art & Design Department

Department description and information for candidates:

Thank you for your interest in this post. The Art & Design department was newly formed in September 2018 to bring together Art, Photography, Product Design, Textiles and Food Technology. We are a vibrant department with a committed staff.

The ethos of the department is on creative thinking, sound research and critical analysis, high quality resolutions and the development of individual talent through skills acquisition. Students are challenged to improve their own individual standard and extension through independent study; this is a strong feature of the department. Art and Photography students' work is regularly selected for exhibition in local firms and community centres and we have a thriving Robotics club. Food Technology is a popular option, and the students are keen to experiment and develop their practical cooking skills.

Curriculum overview

At KS3, students follow a balanced curriculum in full class sets for Art and Graphics (3 hours a fortnight) with smaller class sets for Product Design, Textiles and Food Technology specialisms (2 hours a fortnight). The smaller technology classes are taught on a carousel system. They cover a number of specialist areas which provide a broad range of opportunities to develop both technical dexterity and life skills. All students have one rotation in Food Technology each year as it is seen as an essential life skill. Drawing is also regarded highly as a foundational skill and students are set regular objective drawing tasks and taught technical drawing to develop their capabilities as artists and designers.

At KS4, students follow GCSE courses in Art & Design, Photography, Systems, Textiles and Three-Dimensional Design, and the Eduqas WJEC Level 1/2 Hospitality and Catering. There is a diversity of course structure to meet the needs of the exam specifications and students are encouraged to develop independent working practices to maximise their attainment.

At KS5, students can follow AQA endorsements in Fine Art, Graphic Communication, Photography, Textiles and Three-Dimensional Design. The courses are tailored to each cohort and there is access to high quality materials and photographic equipment to support effective learning. There is a permanent sixth form studio with allocated spaces for A' Level students to enable independent study.

Resources and rooming

The department consists of 10 classroom / workshops (with specialist facilities available to do photography, ceramics, wood, textiles, systems, CAD and Food Technology).

Extracurricular Art

Casual clubs and support sessions for exam classes run at the discretion of the staff.



Photo taken by Stewart Turkington Photography

About Wokingham

Wokingham has plenty to offer and our historic market town is by no means standing still. We are coming to the end of a £100m town centre regeneration programme and the population continues to grow.

We are often found at or near the top of surveys for the best place to live and to raise a family. We are surrounded by spacious woodland and lush green fields. There are plenty of options for being active in the great outdoors – we are near excellent mountain bike trails, water sport centres, play areas, skateboard parks, golf courses and bridle paths. There are also many other ways to keep busy with nearby cinemas, ten pin bowling and theatres.

We enjoy good transport links by road and rail to key towns such as Reading, Bracknell, Windsor, Basingstoke and Guildford, in addition to being just 40 miles from central London and 25 miles from Heathrow Airport. Reading is an award-winning shopping destination in the Thames Valley region and Windsor is of course world-renowned for its Royal residence, Windsor Castle.

Wokingham has a strong community spirit which is highlighted by the fabulous May Fair, International Street Concert, Food and Drink Festival and Winter Carnival, to name a few! The town truly comes alive during these events.

We love our town, and we look forward to welcoming you.



The process and how to apply

The Circle Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Our recruitment process follows the keeping children safe in education guidance and offers of employment may be subject to the checks outlined in this document.

Visits to the School	<p>Visits to St. Crispin's are warmly welcomed. To arrange a visit, please contact Sarah Hales - PA to Headteacher haless@crispins.co.uk or on: 0118 978 1144</p>
Application form	<p>To apply, please complete the application form. This is the only form that will be accepted. You should ensure that your personal statement is no more than two pages of A4.</p>
References	<p>We require two references from all candidates, one of which must be from your most recent employer. If any references relate to employment at a school/college, your referee must be the Headteacher/Principal. If you are short-listed, the school will contact your referees without further reference to you.</p>
Equal opportunities monitoring form	<p>We are committed to recruiting, retaining and developing a workforce that reflects at all grades the diverse communities that we serve. It is vital that we monitor and analyse diversity information so that we can ensure that our HR processes are fair and transparent.</p> <p>Any information provided on this form will be treated as strictly confidential, will not be seen by staff directly involved in the appointment and no information will be published or used in any way which allows any individual to be identified.</p> <p>The completion of this equal opportunity monitoring form is entirely voluntary. However, it will assist us in carrying out this monitoring. We would therefore be grateful if you would complete the questions on this form.</p> <p>Prior to shortlisting this information will be removed from your application form and used only to provide data for statistical purposes.</p>
Application closing date	<p>The closing date for applications is 9.00am, Thursday 21st May. Applications can be made by using the application form.</p> <p>Please send your application to Sarah Hales - PA to Headteacher haless@crispins.co.uk or on: 0118 978 1144 Applications will be acknowledged by email on the next school day.</p> <p>Please note, we will be reviewing applications on a daily basis and reserve the right to close the advert early.</p>
Shortlisting	<p>Shortlisting will be against the Person Specification criteria as detailed in this pack. We will also check all applicants for gaps in employment history. Those applicants that best meet the Person Specification criteria will be invited to interview.</p>

Interview date

TBC.

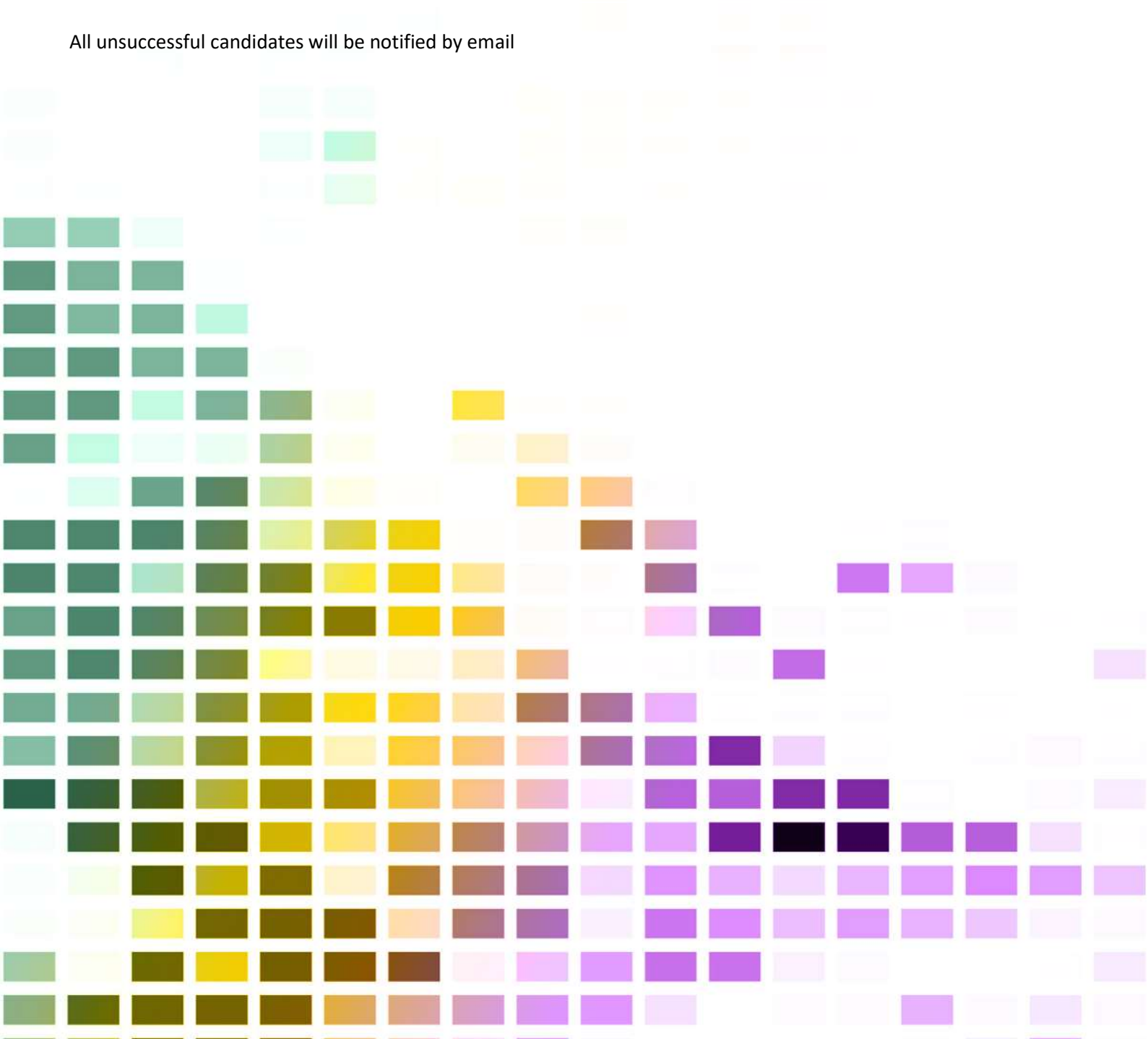
Checks

If you attend the interview, you will be required to bring photographic identification, proof of the right to work in the UK and proof of qualifications.

Offer of employment

We will make a verbal offer of employment to the successful candidate by telephone. This will be followed up by a written offer which will be emailed or posted. Any offer is made subject to satisfactory references, enhanced DBS clearance and other safeguarding checks as required.

All unsuccessful candidates will be notified by email





How we use your data

In completing this application form you should refer to the Recruitment Privacy Notice on our website. The personal information collected on this form will be processed to manage your application in accordance with the Recruitment Privacy Notice.

If successful, your personal information will be retained whilst you are an employee and used for payroll, pension and employee administration in accordance with the Staff Privacy Notice which is available on our website and will be issued on appointment. Information will not ordinarily be disclosed to anyone outside The Circle Trust without first seeking your permission, unless there is a statutory reason for doing so.

In accordance with our statutory obligations under Keeping Children Safe in Education, The Circle Trust is required to conduct an online search as part of our due diligence on the successful candidate. This may help identify any incidents or issues that have happened and are publicly available online. If there are any, we may wish to explore them with you prior to confirming your appointment. We carry out these searches for SLT roles using a trusted third party.

If you are not shortlisted or appointed, then your information will only be retained by us for 6 months from the shortlisting date, in accordance with the Recruitment Privacy Notice

Thank you for your interest. If you have any questions or wish to arrange a visit, please contact Sarah Hales either. Via email hales@crispins.co.uk or call on 0118 978 1144.





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The Circle Trust is a charitable company registered in England and Wales (number 11031096) whose registered office is The Oval Offices C/O St Crispin's School, London Road, Wokingham RG40 1SS. Further information about The Circle Trust is available at www.thecircletrust.co.uk