



BURGESS HILL
— GIRLS —
Tomorrow's Women



**SUBJECT LEADER -
ART AND TEXTILES**
CANDIDATE PACK

WELCOME TO BURGESS HILL GIRLS

Burgess Hill Girls is seeking an inspiring and committed Subject Leader to lead our Art & Textiles provision from September 2026 or January 2027 on a full-time, permanent basis. This is an exciting opportunity for a creative and ambitious teacher who can drive excellence in teaching, learning and curriculum development within the subject.

Burgess Hill Girls is an Excellent rated Independent school for girls aged 2 and a half to 18 years of age. Where every student is known as an individual and provided with an outstanding, transformative education.

Our school motto, 'I am, I can, I should, I will', conveys and underpins our whole approach to education, identifying and releasing the potential of every student as they progress through the school. Ensuring they have the very best possible opportunities to become successful women of the future.

At Burgess Hill Girls, we are exceptionally proud of unlocking the academic talent that is found within our students and strongly believe each individual will thrive in our high-achieving environment. Whilst Burgess Hill Girls aims to provide the very best opportunities for everyone to excel, we believe that success is more than obtaining the highest marks and grades. We recognise just as much all those fantastic qualities that are not materialistic or target driven. Success at our school is when we produce bright, confident and independent young women who have and will continue to achieve great things

There is no glass ceiling at Burgess Hill Girls! Whilst the academic, technical, creative and emotional support is incredible, the breadth of opportunities and enrichment available is extensive. There is something for every member of the whole school community and if the students desire more we have the 'can do approach' to make it happen!



HEATHER CAVANAGH
HEAD





MISSION & AIMS

OUR MISSION

To develop Tomorrow's Women.

OUR AIMS

Our mission is achieved by ten core aims. We will:

- Champion individual strengths and aspirations through our excellent academic provision, extensive co-curricular opportunities and forward-thinking initiatives such as our B-spoke and BOLD programmes.
- Endow pupils with confidence, self-belief and a determination to succeed.
- Embed a strong sense of moral responsibility through activities in the school and the local community.
- Develop meaningful and effective partnerships with local nurseries, and primary and secondary schools.
- Recruit and retain high-quality staff.
- Promote a positive balance between academic work, recreation and volunteering.
- Provide expert higher education, careers opportunities and advice.
- Deliver an outstanding Early Years education to ensure a solid foundation.
- Innovate in the development of our curriculum and facilities.
- Encourage a mutually supportive community that empowers girls to reach their full potential.

Pupils at Burgess Hill Girls will be equipped to lead a fulfilled and productive adult life in a rapidly changing world.



OVERVIEW

Burgess Hill Girls is an independent day and boarding school for girls located in the centre of Burgess Hill, West Sussex.

The school was founded in 1906 by Beatrice Goode, to provide a high-quality education for girls. The School stands in 14 acres of beautiful grounds within a conservation area close to the centre of Burgess Hill's town, West Sussex.

The School currently educates over 450 pupils, with boys and girls in the Nursery and girls only from Reception to through to the Sixth Form.

All aspects of the school are located on this one campus; Nursery, Pre-Prep and Prep, Senior, Sixth Form and Boarding Houses. Burgess Hill Girls is a day school with a small but nonetheless important boarding community. The school is only a five-minute walk from the railway station (on the London to Brighton line) and close to excellent road networks (10 miles from Brighton city centre and only 20 minutes from Gatwick).

Approximately 50 boarders live on-site, creating a vibrant and inclusive community that welcomes students from around the world. Typically staying full-term, our boarders benefit from a supportive and enriching environment that foster personal growth, independence, and friendship. With a strong sense of belonging, they enjoy a well-rounded experience that combines academic excellence with a wide range of extra curricular opportunities, all within a safe and nurturing home away from home.

Notable alumnae, Bold Girls, include cricketer Caroline Atkins, actor Haydn Gwynne, Presenter Holly Willoughby, neuroscientist Professor Francesca Happé and diversity champion, Funke Abimbola MBE.



CAMPUS

Burgess Hill Girls is set within 14 acres of beautiful grounds within a conservation area close to Burgess Hill town centre in the heart of Mid Sussex.

The site comprises of open playing fields surrounded by natural woodland. The buildings date back to 1704 and are a mixture of Victorian and Edwardian villas complemented with sympathetic contemporary buildings.

The newest additions to the site are the Croft II Performance and Music Academy and Little Oaks, a modern building encompassing Nursery and Infant classrooms.

OTHER BUILDINGS OF NOTE

- Webb House - Main teaching block for Senior School
- Pre-Prep and Prep School
- Music School
- Sixth Form Centre
- Art Department
- Science Centre
- Sport pitches and courts
- Fitness hub
- Dining hall
- Boarding house

ART AND TEXTILES

The Art and Textiles Department delivers a broad and ambitious curriculum, with Art and Textiles taught as distinct disciplines.

At Key Stage 3, students in Years 7–9 are introduced to a wide range of artistic practices, developing skills across drawing, painting, sculpture, photography, digital media and textiles. Year 9 serves as a GCSE foundation year, with a strong focus on technical workshops and independent skill development, enabling students to build confidence and begin to explore personal interests.

At GCSE, students follow AQA specifications in Art and Design: Fine Art (8202) and Art and Design: Textile Design (8204), selecting their specialism while continuing to experiment with a wide range of media and techniques. Both courses emphasise creative independence, critical understanding and sustained project work, culminating in highly personal outcomes.

At A level, students study WJEC Eduqas Fine Art (A651QS) or AQA Design and Technology: Fashion and Textiles (7562). Fine Art focuses on individual enquiry, combining practical and theoretical work to develop creative and analytical skills. Fashion and Textiles is a dynamic and interdisciplinary course, combining creative design with technical, scientific and commercial understanding; students undertake a substantial design-and-make project, developing innovative prototypes informed by real-world contexts such as sustainability, branding and industry practice.

A rich programme of co-curricular opportunities - including exhibitions, competitions, trips and visiting artists - complements the curriculum, reflecting the department's collaborative ethos and commitment to creative excellence



JOB DESCRIPTION

The Subject Leader provides leadership and management of a defined subject area, ensuring high-quality teaching and learning, strong student outcomes, and effective curriculum delivery.

1) Leadership & Management

- Provide clear subject leadership and direction, ensuring consistency and high standards across all classes
- Line manage subject teachers and relevant support staff, including appraisal, support and accountability
- Ensure effective day-to-day organisation and delivery of the subject curriculum
- Contribute to the implementation of whole-school priorities within the subject, ensuring alignment but not leading whole-school strategy
- Maintain and implement subject policies and procedures consistently

2) Staff Development

- Support and develop subject staff through coaching, mentoring and collaborative planning
- Identify individual and team CPD needs and facilitate appropriate development opportunities
- Promote a culture of high expectations, professional reflection and shared practice
- Contribute to induction and support of new and early career teachers within subject

3) Curriculum & Pedagogy

- Design and implement a coherent, ambitious and well-sequenced subject curriculum
- Ensure appropriate progression across key stages within the subject
- Embed effective teaching strategies and evidence-informed pedagogy
- Respond to national curriculum developments and examination requirements
- Ensure the subject contributes to whole-school priorities (e.g. literacy, digital learning) at a subject level

4) Quality Assurance

- Implement the school's QA cycle within the subject, including:
 - Learning walks
 - Work scrutiny
 - Student voice
- Monitor consistency of teaching, feedback and assessment practices
- Provide developmental feedback and support improvement
- Report on subject strengths, priorities and impact to senior leaders



JOB DESCRIPTION

5) Assessment & Data

- Lead assessment practices within the subject in line with whole-school policy
- Analyse student progress and attainment data to identify trends and priorities
- Plan and monitor targeted interventions within the subject
- Ensure accurate tracking and reporting of student outcomes

6) Scholars Programme (where applicable)

- Design, implement and evaluate a subject-specific scholars' programme
- Identify and nurture students with particular talent and interest in the subject
- Monitor scholar progress and engagement within the subject
- Contribute to the assessment, reporting and review of scholars
- Support the promotion and marketing of the scholars' programme, including events, displays and open evenings

7) Health, Safety & Compliance

- Ensure Health & Safety procedures are implemented within the subject
- Maintain relevant risk assessments and safe working practices
- Ensure compliance with school policies within subject teaching environments

8) Resources & Budget

- Manage the subject's allocated budget effectively
- Oversee the use, maintenance and development of equipment and materials
- Ensure resources support high-quality teaching and curriculum delivery



JOB DESCRIPTION

9) Student Engagement & Outcomes

- Monitor and support student progress within the subject
- Ensure effective intervention strategies for underperforming students
- Promote engagement, achievement and enjoyment of the subject
- Support progression to further study where relevant

10) External Relations & Promotion

- Contribute to subject representation at:
 - Open evenings
 - Taster sessions
 - Marketing activities
- Promote the subject through displays, events, exhibitions and enrichment
- Develop links with external organisations where appropriate to enhance provision

11) Teaching Responsibilities

- Deliver a teaching timetable within the subject
- Model excellent classroom practice, including planning, assessment and behaviour management
- Act as a role model for high-quality teaching and professional conduct

12) Accountability

The Subject Leader is accountable for:

- Student attainment and progress within the subject
- The quality of teaching and learning within the subject team
- The effectiveness of curriculum design and delivery
- The performance and development of subject staff
- The impact of subject-specific interventions and improvement strategies
- The successful implementation of the scholars' programme within the subject





SALARY & BENEFITS

This is a full-time, permanent contract.

Salary: M1–UPS3 + TLR 2 (£2417)

Remission – 2 periods (+ 4 additional periods for Subject Leader of a Creative Subject with responsibility for Scholars programmes, productions/performances/concerts/exhibitions)

Additional benefits include:

- Pension contribution
- Significant school fee remission
- Complimentary Staff Lunch in our state of the art dining hall
- Free car parking
- Use of school facilities when available
- Free staff wellbeing MOT provided by Sussex Wellbeing
- Employee assistance programme



APPLY

Candidates are required to submit an application form with supporting letter and details of two referees. One reference should be able to comment on the teaching skills of the candidate. References will be taken up prior to interview.

Candidates will be required to teach a short lesson on a topic to be decided, complete a relevant task and attend an interview. They will also meet with key staff and be offered a tour of the School.

All appointments are made in accordance with our equal opportunities policy and applicants should let us know of any special needs they may have.

The School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure & Barring Service.



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FOR MORE INFORMATION AND TO APPLY,
PLEASE VISIT OUR WEBSITE [HERE.](#)