



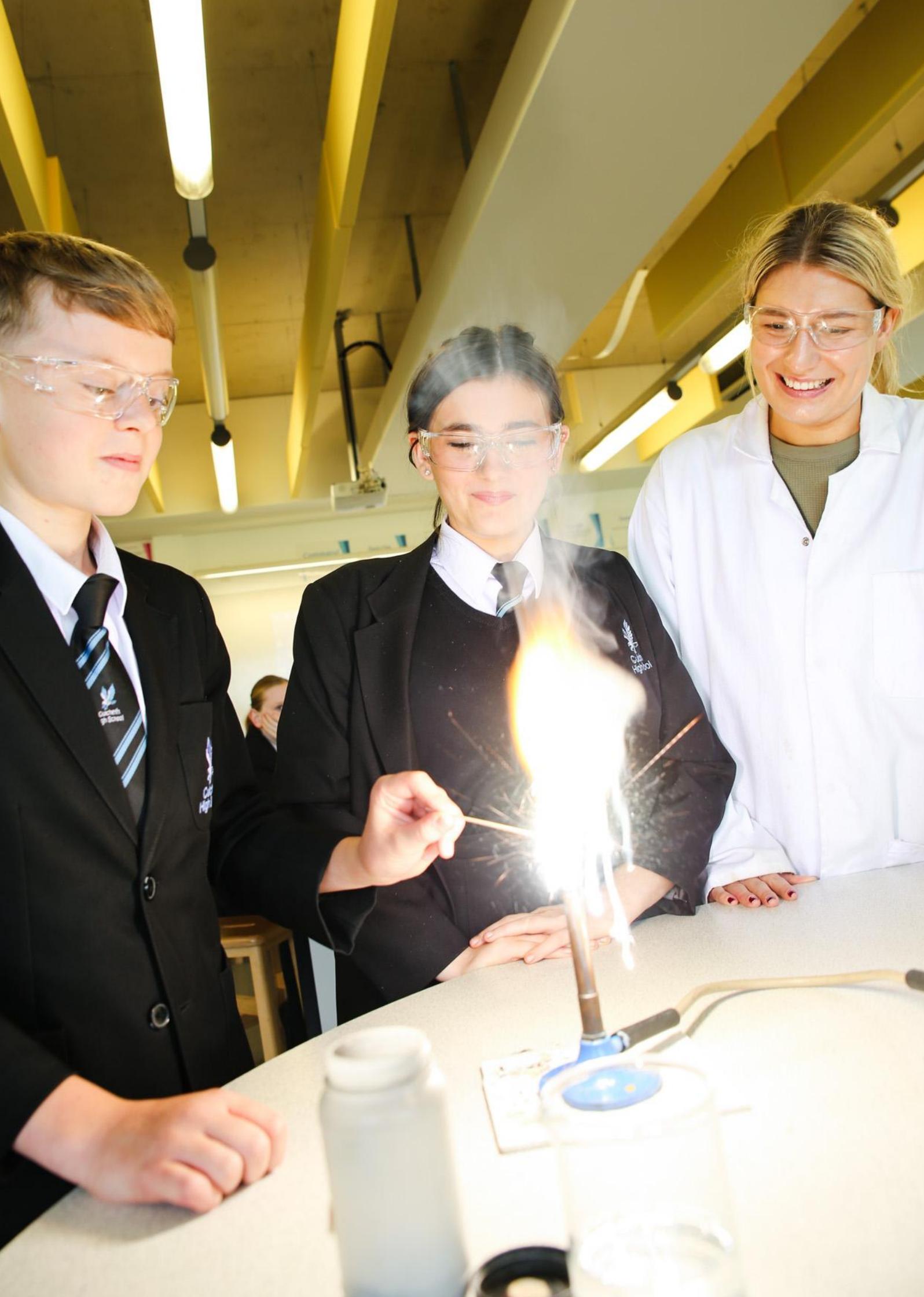
CULCHETH HIGH SCHOOL

› THE BEST THAT WE CAN BE

Head of Drama



- › RESPECT
- › HONESTY
- › EXCELLENCE





Thank you for expressing an interest in joining Culcheth High School. Within this pack you will find information about the school, job vacancy and the application process.

We wish to appoint a well-qualified and enthusiastic Head of Drama. The position is covering maternity and is available from September 2025 for a minimum of 12 months.

The successful candidate will have excellent subject knowledge, strong classroom management skills and the ability to inspire our pupils with outstanding and engaging teaching. You must also have a passion for teaching Drama, with a confident and innovative approach to getting the best out of students. You must be able to lead and manage the effective delivery of the curriculum, enabling students to develop their creative, practical and technical skills. A willingness to go the extra mile is essential. You will have high expectations and an uncompromising commitment towards raising standards and ensuring students have the greatest opportunity to fulfil their potential.

The Drama Department has its own dedicated suite of rooms including two drama studios and an activity studio. The department currently consists of a full time Head of Department and there is a dedicated technician to provide support.

We follow the AQA GCSE course and classes are mixed ability groups.
In 2024 GCSE Drama results were as follows:

9-7 = 50%

9-5 = 94.4%

9-4 = 100%

The Drama Department has a reputation for being vibrant, dynamic and successful.

The department offers extracurricular visits, generally there is one local theatre trip and one visit to London each year.

This is an exciting and unique opportunity to work in an oversubscribed school and to make a contribution to shaping its future and continue building on its successes. Thank you in advance for the interest you have shown, I look forward to receiving your application.

Yours faithfully



C P Hunt (Mr)
Headteacher



> Our School

As a high performing school, we offer a rich, broad and engaging education for all our young people. Culcheth High School is a successful mixed community school currently catering for around 1100 11-16 year olds. Our current examination performance places us consistently as one of Warrington's highest performing schools. Not only do students at Culcheth attain much higher success ratios than students nationally, they also make excellent progress from their starting points. The school's aim is to get the very best from each student; not only through superb teaching and learning but also by encouraging involvement in extra-curricular and community activities.

The school enjoys an enviable reputation within its locality. It is extremely popular and has been significantly oversubscribed in recent years with the school roll growing. It attracts students from more than 25 different primary schools within four different local education authorities. We are part of Warrington Local Authority which provides a supportive and professional advisory service.

Our most recent Ofsted report (Nov 2022) gave us a grade 2 rating ("good"). We are delighted that the improvements made in the school have been given public acknowledgement. The school was rated "good" in all major areas. Inspectors praised teaching and learning ("a good proportion of lessons are now outstanding"), personal development ("behaviour and attitudes to learning are good") and leadership and management. We were pleased with the report but not complacent. We want to improve further and our ultimate objective is to achieve Ofsted's highest award of 'Outstanding School'.

> Our School's Purpose is

To inspire students to achieve and guide them to be confident, articulate and skilled citizens to enable them to thrive in a diverse British and global community.

> Our Vision of Culcheth High School is

A truly exceptional forward thinking school with high expectations for all learners through a relentless approach to breaking down barriers to learning and evidenced by high standards of achievement across all ages, regardless of background

- A learning centred school which strives to nurture and develop the talents of all of its students
- A vibrant, tolerant and aspirational school community characterised by high levels of staff and student happiness and mutual respect, underpinned by pride, ambition and a commitment to achievement and enrichment for all
- A school community where all staff are committed to the 'Always Learning' ethos through personalised professional development underpinned by a collaborative coaching culture which promotes and nurtures all staff to sustain excellence and develop further
- A school that truly works in the community, with the community and for the community
- A financially efficient school that can provide for itself, think for itself and utilise resources to maximise the best outcomes for all
- A school that provides a relevant, purposeful and inspiring curriculum for all students enabling them to be active citizens in a modern diverse British and global community.

> Our School's Values are

We want everyone to work in a caring school where everyone is valued and everyone values relationships. Our emotionally intelligent school community will celebrate individual differences and people will understand how their actions will impact upon, and be perceived by, those they affect;

We expect all members of our school community to be the best they can be and help others to be the best that they can be by valuing: **Respect, Honesty and Excellence.**



> Our Staffing

We have a very capable and talented team of staff. The Senior Leadership Team consists of the Headteacher, 1 Deputy Headteacher, 5 Assistant Headteachers and the Finance and Business Manager. We have circa 70 teaching and 50 support staff.

The school is also supported by a committed and enthusiastic Governing Body, the members of which have a diverse range of skills and expertise.

We are strongly committed to the development of our staff. We use external courses to support colleagues but also believe firmly in the benefits of internal expertise – sharing through coaching and “in-house” good practice sessions. We also work with a group of other schools to support teacher training in middle-management and excellent classroom practice.

> Our Facilities

We are proud that high-class teaching and learning at Culcheth High School is supported by the best in modern facilities. We moved into a £29m new building in July 2010 with fantastic, state-of-the-art modern facilities. Each classroom is equipped with projectors and interactive equipment; there are now around 1200 computers for student use. Main features include:

- An open-plan restaurant and café
- Fabulous science labs and technology suites
- Large areas for creative and media
- A superb multi-purpose assembly hall
- Classrooms that operate dually as double learning spaces
- A Conference Centre
- Extensive ILC
- Community facilities
- Free parking

> Our Location

The school is based in the leafy village of Culcheth, in rural north Cheshire, mid-way between Manchester and Liverpool. It is a well appointed village, with a population of around 6,000. It is ideally located within easy access of a network of motorways and major roads. It is within close proximity to several business and technology parks. Housing in the area consists mainly of private property supplemented by some rented accommodation. The majority of our students live in Culcheth and the surrounding villages but we take students from other parts of Warrington and also other authorities such as Salford, Wigan and St Helens.



> Our Vacancy

Start Date:	Ideally starting from September 2025
Closing Date:	Monday 16th June 3.30pm
Grade/Salary:	£31,650 - £49,084 TLR 2b £5,646
Contract Type:	Full time and fixed term for 12 months
Interview Date:	Interviews will proceed the following week

> Application Process

Please download, complete and return the application form by the closing date specified. Candidates are asked to complete all the relevant sections of the application form and to submit a supporting statement, addressing the criteria listed on the person specification. This should be no longer than 2 sides of A4 paper. You may include examples from previous paid, unpaid or voluntary experience.

Please ensure that you provide an up to date email address with your application as we often contact candidates electronically rather than by post.

The completed application form should be emailed to info@culchethhigh.org.uk or

posted to:

Headteacher
Culcheth High School
Warrington Road
Culcheth
Warrington
WA3 5HH

Please note that due to the volume of applications we receive, we will only be able to contact candidates who have been selected for interview. If you do not hear from us within 4 weeks of the closing date, please assume that we will not be calling you for interview on this occasion.

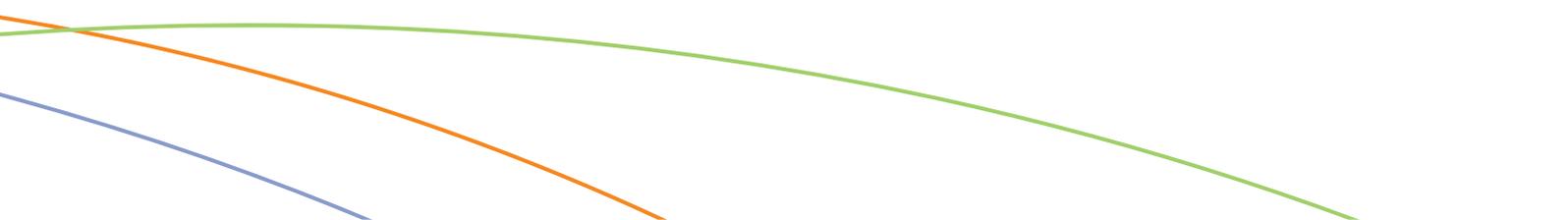
For additional information about the school please visit the website www.culchethhigh.org.uk. Tours of the school are welcome.

> Background Checks and Safeguarding Students

Culcheth High 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 position advertised is subject to an Enhanced Disclosure and Barring Service Check, medical clearance, satisfactory references, qualification checks and eligibility to work checks under the Asylum and Immigration Act.

> Thank you

Thank you for considering Culcheth High School and we look forward to receiving your application.





> Job Description

Job Title: Head of Drama

Responsibility Points: TLR 2b

Responsible to: Head of Faculty

The role of the Head of Department is to provide leadership in a number of key issues:

- The management of the curriculum.
- The management of staff.
- The management of resources.
- The management of extra curricular activities.

Heads of Department are expected to be leading professionals who set the standards for their Department through their own teaching and the way they manage staff and students.

How Heads of Department carry out their role is fundamental to their success and is more important than a list of tasks. In managing their curriculum area Heads of Department are expected to:

- Have high expectations of students, staff and themselves.
- Involve, consult and discuss with staff on major policy issues.
- Develop courteous professional relationships in which issues can be discussed freely and openly.

Generic Head of Department Responsibilities

- To provide professional leadership to the Department in both subject specific and whole-school issues.
- To ensure that there are appropriate Schemes of Work for all courses taught by the Department and that these are updated regularly.
- To monitor and evaluate the quality of teaching and learning within the Department.
- To contribute to cross curricular activities where appropriate.
- To ensure high standards of pupil discipline within the Department area and that the department has appropriate sanctions to deal with misbehaviour, including detentions and report card systems and procedures for informing parents.
- To promote positive approaches to learning via, for example, the rewards system.
- To maintain systems for the recording and assessment of pupils' progress.
- To be responsible for the annual Department Development Plan and Exam Report.
- To provide guidance to Department staff on their Professional Development
- To be responsible for the welfare of staff within the Department and to develop a team spirit.
- To be responsible for the fabric of the rooms allocated to the Department and the adjacent areas.
- To be responsible for all Department stock and maintaining up to date inventories thereof.
- To be responsible for ensuring high quality display within the area of the Department.
- To be responsible for the management of all monies devolved to the Department.

- To be responsible for the production of a Departmental Handbook and its regular updating.
- To hold Departmental meetings and to provide minutes for the Headteacher and Head of Faculty.
- To represent the school or ensure that the school is represented, at Local Authority and Examination Board subject meetings.
- To represent the Department at meetings of the school's Curriculum Leaders Group as required.
- To link with feeder primary schools in order to ensure curriculum continuity.
- To be responsible for Health & Safety and Risk Assessment within those rooms/workshops/spaces allocated to the Department.
- To ensure students are entered for public examinations.
- To provide guidance to colleagues on professional development.

Performance Management/Professional Leadership

- To line-manage colleagues within the team and coach members as part of the performance management process.
- To ensure guidance is given to staff on teaching and learning styles.
- To foster professional development within the team.
- To promote good team work
- To meet regularly with Head of Faculty
- To oversee departmental preparation for key school events (e.g. Open Evening).

Responsibilities Specific to the Department

(to be determined on appointment)

Pupil Outcomes and High Standards of Teaching and Learning

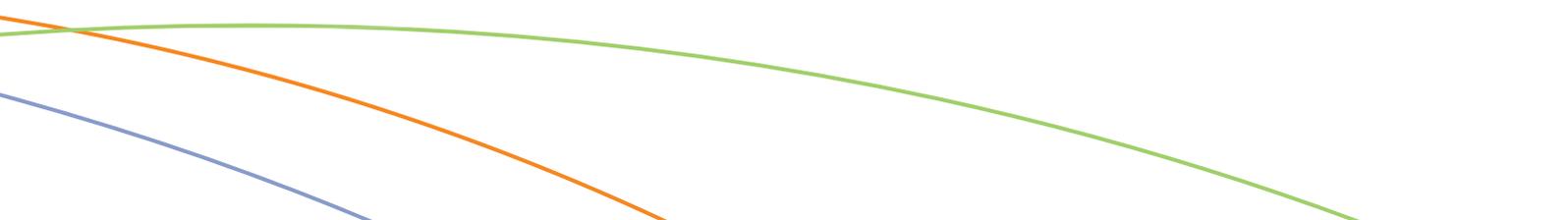
- To work with department and SMT to ensure public examination success at KS3/4/5.
- To support whole-school initiatives to promote examination success.
- To use data to analyse and report on examination performance.
- To deploy appropriate self-review procedures that ensure the Head of Department has oversight of the work of the team.
- To work with team to identify student under-achievement and formulate appropriate intervention mechanisms.
- To, with the Headteacher, set appropriate examination targets, and ensure these are known to the department.
- To sample reports and ensure quality outcomes.

Parents, Governors and Other Bodies

- To participate in the selection of new staff for the team.
- To communicate with parents on the achievement of their children.
- To liaise with school governors as required.
- To represent departmental views, concerns and interests as appropriate.

Heads of Department will be expected to comply with any reasonable request from a leader to undertake work of a similar level that is not specified in this job description.

This job description is current at the date shown, but, in consultation with you, may be changed to reflect or anticipate changes in the job commensurate with the grade and job title. This job description does not form part of the Contract of Employment.



> Person Specification

	ESSENTIAL	DESIRABLE
Education/Qualifications/Knowledge		
Qualified Teacher Status	E	C
Relevant Degree	E	C
Has an understanding of current educational issues in subject	E	A/I
Has a thorough knowledge of national curriculum requirements	E	A/I
Demonstrates commitment towards continuous professional development	E	A/I
Experience		
Successful Teacher of Drama to GCSE level	E	A/T
Has taught effectively using a range of styles	E	A/T
Has experience of leading and demonstrating good practice	E	A/I
Competencies		
Is able to teach excellent lessons across the age and ability range	E	A/I
Demonstrates effective use of ICT and other technologies in the classroom	E	A/T
Demonstrates good oral communication skills	E	I/T
Demonstrates good written communication skills	E	A
Demonstrates the capacity to lead a team	E	A/E/I
Demonstrates the ability to work collaboratively with other team members	E	A/E/I
Demonstrates commitment to achieving excellence for all students	E	A/T/I
Demonstrates commitment to school ethos	E	A/I
Other		
Demonstrates commitment to Equal Opportunities	E	A/I
Demonstrates commitment to service delivery	E	A/I
Demonstrates willingness to plan and undertake extra-curricular activities	D	A/I
Demonstrates the potential for further promotion	D	E/I



**CULCHETH
HIGH SCHOOL**

> THE BEST THAT WE CAN BE



Teacher training at

Culcheth Campus

in partnership with Alliance For Learning SCITT

Google
for Education

Reference
School

Warrington Inclusion Hub
Committed
to Inclusion
2017-18



NCS CHAMPION SCHOOL SILVER
2018/19



Culcheth High School

Warrington Road, Culcheth,
Warrington, Culcheth, WA3 5HH
Phone: 01925 767587

Website: www.culchethhigh.org.uk