



King Edward VI School  
Bury St Edmunds



# Head of Drama Applicant Information Pack



Curiosity | Care | Courage | Creativity  
Inspiring young people in Bury St Edmunds since 1550

# King Edward VI School

Thank you for your interest in King Edward VI School. I would like to take the opportunity to explain why this is such a great school.

King Edward VI School has been focused on providing world class education for nearly 500 years and mixes a strong history of academic excellence with a deep commitment to helping every child achieve.

At King Edward VI School we believe that teachers need the freedom and support to plan innovative and exciting lessons for our students. We are passionate about removing the barriers to great teaching and ensuring every teacher has the resources needed to deliver high quality lessons. We also understand that strong middle leaders are the backbone of any secondary school and we provide them with the freedom, autonomy and support to develop great teams.



Embedded deep within the community of Bury St Edmunds we have long standing links within the area which create educational opportunities way above what is normally possible. We are proudly part of a local partnership which provides high quality education for children from 3-18 years, working closely with many local primary schools as well as Abbeygate Sixth Form and West Suffolk Colleges.

We are justifiably proud of our Performing Arts provision and have access to great facilities both in school and at The Apex in town. Creativity is central to our mission as one of our core values. For us, at King Edward VI, learning is not just about passing examinations but experiencing a rich education beyond the classroom. We believe this is critical for developing the character, emotional intelligence and life skills which will ensure our students are set up for success throughout their lives.

Part of our core mission comes from our Church of England foundation which is committed to ensuring that standards in the school are exemplary, while teaching our students the values of integrity and respect. Kindness, compassion and empathy are central to our vision for nurturing young people whilst giving them the guidance, discipline and spiritual growth to succeed in whatever future life adventures await them.

If you would like an informal discussion and/or visit to the school please contact Sarah Trueman, HR Manager [slt@king-ed.suffolk.sch.uk](mailto:slt@king-ed.suffolk.sch.uk)

Mr Deri O'Regan





# Our Vision

To be a vibrant learning community nurturing courage, care, curiosity and creativity in every young person, so that they flourish in the world with hope and self-belief.

## Great Learning

Exciting learning experiences

Inspirational and research-based teaching

Deep and rich curriculum

## Strong Character Development

Impeccable behaviour

Specialist in 11-16 personal development

Celebrating diversity

## King Edward Learning Community

## Exciting Futures

Cutting edge careers advice

World class post-16 pathways

Skills for life

## Safe and welcoming

Inviting for all students

Great place to work and learn

Strong community

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**Required for January 2026**

**Head of Drama**

**Full time**

**Permanent**

**TLR 2b**

At King Edward VI School we are passionate about what Drama can bring to an education.

From building confidence, to developing self expression, to increasing empathy, and for enjoyment of school, we believe that drama is central to the life of a flourishing school. We are looking for an ambitious, caring and committed leader who can help us to develop the quality of drama at King Edward VI School and inspire our students in this wonderful subject.



King Edward VI CEVC School is a successful, oversubscribed 11-16 school with 1200 students on roll. We are situated in the historic town of Bury St Edmunds ('the jewel in the crown of Suffolk'), surrounded by beautiful countryside and 30 minutes from Cambridge and just over an hour by car to London. We are situated on the A14 and accessible from all over East Anglia. We have close links with Abbeygate and West Suffolk Colleges to support progression routes in drama into Post16.

We are seeking to appoint a person who:

- is passionate about Drama and Performing Arts and is able to inspire our students with a similar love for the subject
- is committed to comprehensive education, and to improving outcomes for young people
- seeks to build partnerships with the vibrant drama community within the town.
- Committed to the highest standards of safeguarding

**Closing Date 9 am Wednesday 17 September 2025**

**Interviews w/c 22 September 2025**

If you have any questions about the post, do not hesitate to get in touch with myself at [Head@king-ed.suffolk.sch.uk](mailto:Head@king-ed.suffolk.sch.uk) or Sarah Trueman, HR & Training Manager [slt@king-ed.suffolk.sch.uk](mailto:slt@king-ed.suffolk.sch.uk). We welcome candidates from a diverse range of backgrounds and are fully committed to equality of opportunity.

Further information about our Drama department can be found here:

[Drama - King Edward VI School \(king-ed.suffolk.sch.uk\)](http://king-ed.suffolk.sch.uk/drama)









KING EDWARD VI SCHOOL

THE NEXT GENERATION  
**SCHOOL of ROCK**  
THE MUSICAL

BASED ON THE PARAMOUNT MOVIE WRITTEN BY MIKE WHITE

MUSIC BY ANDREW LLOYD WEBBER      SCRIPT BY JULIAN FELLOWES      LYRICS BY GLENN SLATER

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KING EDWARD VI SCHOOL

A School production by arrangement with  
The Really Useful Group Limited

# CATS

Music by  
Andrew Lloyd  
Webber  
based on  
'Old Possum's  
Book of Practical  
Cats' by T.S.  
Eliot

Tickets on sale now at

**ticket source**

[www.ticketsource.co.uk/kinged](http://www.ticketsource.co.uk/kinged)

18-20

DECEMBER 2024

Orchestrations by David Cullen & Andrew Lloyd Webber.  
Original production by Cameron Mackintosh Ltd. and The Really Useful Group Ltd.

KING EDWARD VI SCHOOL



**ticket source**

[www.ticketsource.co.uk/kinged](http://www.ticketsource.co.uk/kinged)

12-15 FEBRUARY 2024

7PM

LOWER HALL

Book and Lyrics by  
ALAN JAY LERNER

Music by  
FREDERICK LOEWE

BASED ON THE GEORGE BERNARD SHAW PLAY AND  
GABRIEL PASCAL MOTION PICTURE 'PYGMALION'

# Head of Drama

## Job Description

### 1. INTRODUCTION

**Name of Post Holder:**

1.2 **Post Title:** Head of Drama

1.3 **Key Responsibility:** To lead the learning of Drama, in all aspects, across the school

1.4 **Post Purpose:**

- Ensure all students in KS3 are learning effectively and enjoying their Drama lessons
- Run a range of courses at KS4 to support excellence in the subject and develop pathways to post 16
- Develop an exciting co-curriculum offer for students wanting to study Drama beyond the main curriculum
- Support the personal development of our students, particularly in relation to person expression and building confidence
- Be part of a middle leadership team committed to high professional standards across the school
- Work in collaboration with other subject leaders and local partners
- Contribute to the wider school development goals.

1.5 **Reporting to:** Designated member of Leadership Team

1.6 **Responsible for:** All aspects of Drama education at King Edward VI School

1.7 **Liaising with:** Headteacher, Leadership Team, Heads of Year and other staff

1.8 **Working time:** Full time as specified within the STCPD, teaching up to 33 out of 40 sessions

1.9 **Salary:** MPR/UPR + TLR2b

### 2. TEACHING

To teach students according to the generic job description issued to all teaching staff.

### 3. OPERATIONAL/STRATEGIC PLANNING

To assist in the overall development of the school's ethos, including:

- Promoting pleasure in learning
- Developing students' subject knowledge
- Developing students' skills in literacy, numeracy, teamwork and study skills
- Making links between courses and subjects so that students learning is coherent
- Using data and targets to improve the quality of learning and teaching within a team

### 4. LEADERSHIP

- To provide high-profile leadership around the course/subject area
- To give praise and encouragement to members of the teaching team
- To tackle issues of under-performance
- To be a visible presence around the school, embodying whole-school expectations.



## 5. CURRICULUM PROVISION

- To keep up to date with developments in subjects and pedagogy, translating these into relevant schemes of work
- To provide students with a rich learning experience based on active participation, independent study, study skills, cross-curricular connections and work-related opportunities
- To review the curriculum annually using student and staff feedback and performance data
- To ensure that lessons are designed to challenge students of all abilities
- To ensure that agreed lesson requirements are in place across the lessons taught by members of the teaching team - register, lesson objectives, pace and variety, plenary and homework
- To follow the appropriate rewards procedure within school
- To liaise with Learning Support Assistants and Cover Supervisors to ensure high quality work is set, including materials and experiences during staff absence
- To monitor the quality and consistency of planning, homework and assessment, including the use of staff and student evaluations
- To use data to set appropriately challenging targets for students, staff and classes
- To ensure that displays are used as opportunities for learning and create a professional, attractive backdrop to students' experiences in your course or subject.

## 6. CURRICULUM DEVELOPMENT

- To develop relevant, lively and innovative strategies for making students' learning within a subject more effective
- To take a whole-school view of the curriculum based on students' personal, cultural and intellectual development
- To lead training sessions for members of the teaching team so that good practice is shared in your subject area(s).

## 7. PROFESSIONAL DEVELOPMENT

- To take responsibility for the professional development of your team within a subject area and promoting a whole-school perspective
- To use performance management to review the performance of all members of your team, setting clear and measurable targets
- To lead high-quality training sessions, providing regular feedback to your team and actively monitoring the quality and consistency of their impact.

## 8. STANDARDS

- To ensure high standards of behaviour, respect and courtesy from students across lessons taught in your course and subject
- To follow up any behavioural issues that occur in a lesson taught by a member of your team and keep pastoral staff informed of issues
- To follow the school's agreed house style on behaviour, dress code and visibility
- To use data and targets to set high expectations for students and staff
- To ensure and monitor the quality of cover work set in the absence of staff, overseeing the quality of work set and the

## 9. MANAGEMENT OF INFORMATION

lesson being covered.

- To follow the school's information systems to keep staff, students and parents informed
- To maintain appropriate records for monitoring student progress and logging any issues/incidents, using the agreed school



## 10. COMMUNICATION AND LIAISON

- To communicate effectively with the parents of students, staff and other agencies as appropriate
- To hold regular formal and informal meetings/training sessions with members of your teaching team
- To follow agreed policies for communications in the school.

## 11. RESOURCES

- To co-operate with other staff to ensure a shared and effective usage of resources to the benefit of the school, the department and the students
- To ensure that appropriate risk assessments have been completed for lessons taught and equipment used in your teaching team's area
- To ensure that staff in your teaching area are fully conversant with relevant health and safety implications
- To ensure the good upkeep and secure storage of resources.

## 12. PASTORAL SYSTEM

- To be a Tutor to an assigned group of students
- To promote the general progress and well-being of individual students and of the tutor group as a whole
- To liaise with the Head of Year regarding the wellbeing and progress of students in your care
- To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life
- To write reports, deal with progress checks and attend target-setting/review days as form tutor.

## 13. SCHOOL ETHOS

- To play a full part in the life of the school community, to support its Core Values and ethos and to encourage staff and students to follow this example
- To promote actively the school's corporate policies, including the dress code for staff and students, our house style on behaviour management, and taking a high-profile, visible lead around the school.

## 14. SAFEGUARDING

- To maintain the highest standards of safeguarding following all current school systems for keeping children safe
- To show leadership within the team and ensure all team members are following safeguarding procedures including the passing on of low level concerns.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

## 15. SIGNATURES

This job description is current at the date below but will be reviewed on an annual basis and, following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.

Signed \_\_\_\_\_

(Subject Leader)

Dated \_\_\_\_\_

Signed \_\_\_\_\_

(Headteacher)

Dated \_\_\_\_\_

Selection Criteria	Essential	Desirable
<b>Qualifications</b>		
Qualified Teacher Status	✓	
Good degree in Drama/Performing Arts or a related discipline	✓	
Evidence of appropriate continued personal and professional development		✓
<b>Experience and Attributes</b>		
Evidence of highly successful teaching in the 11-16 age range	✓	
Secure knowledge of the characteristics of effective learning, teaching and assessment in Drama/Performing Arts	✓	
A proven track record in improving results and ensuring students make good progress.	✓	
The ability to implement clear, consistent and effective approaches to learning, securing excellent relationships and behaviour.	✓	
The ability to lead, motivate and inspire students and staff and to forge positive relationships with parents.	✓	
The ability to coordinate and support the work of others.	✓	
An excellent understanding of student assessment and target setting for individual student improvement and how that analysis contributes to high standards	✓	
Evidence of delivering successful performing arts events		✓
<b>Personal Qualities</b>		
Ability to help develop and to support a vision of high quality education based on the moral integrity of the school's core values.	✓	
Energy, drive and enthusiasm	✓	
Excellent interpersonal and communication skills	✓	
Ability to lead and motivate others	✓	
Ability to lead and support a team culture	✓	
Ability to plan and organise time effectively, work under pressure and meet deadlines while keeping equilibrium.	✓	
A sense of humour, cheerful demeanour and positive, can-do attitude	✓	

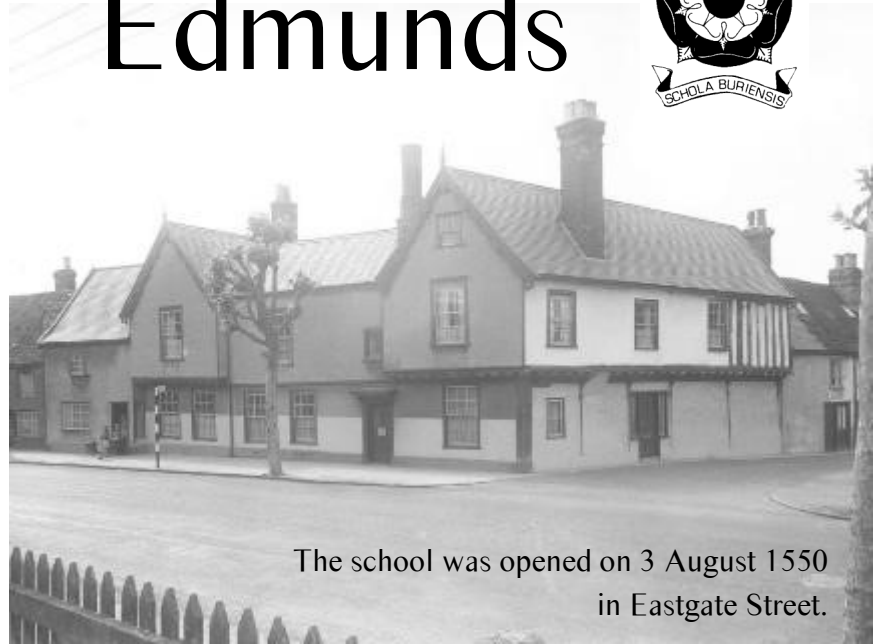


# The School of Bury St Edmunds



It is believed there was a school in Bury St Edmunds from the 10th century. In 903 the body of King Edmund was laid in the priests' college, of which the school was a part. King Canute established a Benedictine Monastery in Bury, and paid from the royal purse for boys of promise, even freed sons of slaves, to attend school. In 1550 lands were given to provide funds for a "scole ther to be founded by the kinges Maiestie in the like manner as the school at Sherbourne"

King Edward VI School is, therefore, the second King Edward VI School in the country, and in 2000 it had been founded for 450 years.



The school was opened on 3 August 1550 in Eastgate Street.

The second home of the King Edward VI Grammar School (from 1665 to 1883) was in Northgate Street (now known as St Michael's Court). The niche above the front door once housed a bust of the Founder King with a Latin inscription beneath.



The third home of the King Edward VI Grammar School (from 1883 to 1972) was a new building at the Vinefields site which later became St James's Middle School and St James Court.

The School's home since 1973 has been on the Grove Road site formerly occupied by the two Silver Jubilee Secondary Schools. The amalgamation of the three schools took place in 1972. The bust of King Edward VI (a new one made for Queen Victoria's Diamond Jubilee in 1897) is now over the inner door to the Lower Hall.





# Bury St Edmunds Jewel In The Crown Of Suffolk



Bury St Edmunds is a market and floral town with 1,000 years of history to explore, a 'jewel in the crown of Suffolk'. It is a cultural, retail and entertainment centre offering independent and unique shops, award-winning restaurants, and outdoor arc shopping centre. The home of Saint Edmund, the original patron Saint of England, visit St Edmundsbury Cathedral and stand among the ruins of the Abbey of St Edmund in the stunning Abbey Gardens.

Other highlights include Theatre Royal (The 200 year old Regency playhouse), the world famous Greene King Brewery, Angel hotel, The Apex (live music venue) and the ancient market town.

Suffolk is a magnificent county packed to the brim with stunning countryside, 45 miles of glorious coastline, plus a perfect blend of both quaint and contemporary Villages & Towns, as well as a fantastic range of boutique shops, restaurants, cafes, pubs, inns, hotels, B&Bs, culture, attractions and much, much more.



The weather here is generally better than the rest of the UK, with sunny Suffolk being one of the driest counties in the UK. Being in the centre of East Anglia, Bury St Edmunds has good transport links. Cambridge to the west and Ipswich to the east both 30 minutes via the A14. London/Stanstead via the M11. Bury St Edmunds train station is served by frequent trains to and from London Kings Cross and London Liverpool Street.



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## How to apply

Application forms are available on our website

[Vacancies - King Edward VI School \(king-ed.suffolk.sch.uk\)](http://king-ed.suffolk.sch.uk)

and completed forms should be emailed to

[vacancies@king-ed.suffolk.sch.uk](mailto:vacancies@king-ed.suffolk.sch.uk)

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