



WE ARE ASTREA

HEAD OF DRAMA

LONGSANDS ACADEMY
PART OF ASTREA ACADEMY TRUST

APPLICANT BRIEF





OPEN LETTER FROM PRINCIPAL, NEIL OWEN

I am delighted that you are interested in applying for the post at Longsands Academy, part of the Astrea Academy Trust since 1st September 2018.

Longsands Academy is a successful, fully inclusive secondary school at the heart of its community. We pride ourselves on providing an engaging and supportive environment in which our students feel empowered to reach and embrace their full potential with confidence. Our staff are committed to nurturing the abilities of every child with a curriculum which promotes academic excellence and recognises the distinct uniqueness of our students. The opportunities we provide allow all students to showcase their talents, whether through the traditional school day or as a result of the wealth of extra-curricular activities that we provide.

We are extremely proud of the achievements of our students that are a result of the high expectations of behaviour, learning and teaching and the strong, supportive relationships that exist between staff, students and their parents/carers. Furthermore, in order to develop the important qualities of independent learning and resilience, our students are encouraged to take responsibility for their learning both in and out of lessons.

Longsands Academy holds a respected position within the local community and is surrounded by woodland and private housing with approximately 30 acres of playing fields. It is located in St Neots, a market town in the south west of Cambridgeshire, with a population of over 30,000 which nestles on the banks of the River Great Ouse, a draw for a growing number of community events including a successful rowing club, dragon boat team and a variety of water-based festivals. In addition, there are a number of green and open spaces which host a variety of community-based activities. Longsands Academy has a wide catchment area including many of the surrounding villages and feeder schools. The proximity of the town and its centrally-located, main line station means that a large number of adults commute to London for their place of work. The town is well connected to the A1, A14, A428 and A421; Cambridge, Bedford, Peterborough and Huntingdon are, therefore, within close proximity.

The Academy has approximately 1410 students on roll in Years 7-11 with a further 396 students attending the St Neots Sixth Form Centre and partner providers of post-16 education - Stageworks and the St Neots Football Club.

Ensuring that our students feel safe and cared for is of key importance to enable effective learning. Our well established and highly respected student support systems enable staff to develop excellent relationships with students, parents and carers as well as external agencies. Each student receives daily support from their Tutor, who guides and mentors them throughout their time at the Academy, affording them the opportunity to build a trusting relationship. Our aim is that when students leave the Academy they are equipped with everything they need to reach their potential and become happy, successful, resilient adults and positive contributors in society.

A talented and committed body of staff is driven by a relentless desire to ensure that our core purpose, to secure the best possible experience, learning and outcomes for each young person for whom we have responsibility, is a lived reality. As such, we are committed to develop our staff to be the very best that they can be by striving to ensure that all of our colleagues can access extensive Learning and Professional Development (LPD). Our LPD programme is both department-based and in collaboration with partner academies within the Astrea family. Wide-ranging opportunities for professional development are available for staff at all stages of their career, including NQTs, RQTs, experience classroom teachers, middle and senior leaders.

I look forward to receiving your application.

Neil Owen
Principal at Longsands Academy



JOB DESCRIPTION

SALARY	MPS/UPS Plus TLR2 (£4987)
CONTRACT TYPE	Fixed Term (Maternity Leave)
WORKING PATTERN	Full time
HOURS PER WEEK	32

Purpose

The Head of Drama has a clear vision for the department which translates the Academy's ethos and aims into practice. S/he promotes the best possible progress for all students based on excellent learning and teaching. The Head of Drama has high expectations regarding standards of work and behaviour and leads and manages the department, in part by being an excellent role model. Support, monitoring and evaluation of practice create a climate in which teachers and students are comfortable with their roles, feel valued and are, therefore, able to give of their best. The Head of Drama supports the Senior Leadership Team and is influential in driving the Academy forward.

General Duties

The fundamental duty of every teacher is to make a special contribution to sustaining a safe and supportive environment founded on high expectations, mutual respect and enjoyment of learning.

Teachers promote the intellectual, social, moral, spiritual, cultural and, as appropriate, physical development of the students. They seek to focus all students on learning and provide support to their classes and form groups.

Teaching and Learning

In accordance with Academy policies and National Conditions of Service to:

- teach, according to their educational needs, allocated classes;
- set and mark work in accordance with schemes of learning or as required by examination regulations;
- plan effectively and prepare schemes of learning and complete planning documentation as required;
- make records of and reports on the academic, personal and social needs of students.

Particular Duties

1. Teachers and Support Staff

- lead the department and be accountable for sustaining or improving the quality of learning and teaching in all key stages;
- provide support for colleagues on classroom management issues and liaise with tutors and student support staff as appropriate;
- lead, develop and co-ordinate the promotion and monitoring of students' progress, including the use of assessment and data;
- monitor the setting and marking of homework;
- in consultation with the Staff Development Co-ordinator, support the induction of new members of the department;



- promote the professional development of all members of the department using the Academy performance management system creatively;
- plan, prioritise and subsequently evaluate action in support of the Academy Improvement Plan;
- ensure that members of the department are aware of procedures in the case of absence and that appropriate work is set and suitable arrangements made when a member of the department is absent.

2. Curriculum and Evaluation

- monitor and evaluate the courses offered to students in each key stage with the aim of providing material which engages all learners and promotes the best possible progress of our students;
- promote and monitor the provision for students with special needs and those who are gifted and talented;
- ensure that schemes of learning are available for all courses taught in the department;
- undertake departmental self-evaluation in line with Academy policy and practice;
- contribute extensively to the development for a fully co-ordinated Arts curriculum.

3. Students and their parents/carers

- lead colleagues in undertaking value added assessment of students' progress, tracking students and target setting;
- ensure that parents receive information about their daughter/son when appropriate.

4. Meetings

- hold regular departmental meetings as indicated on the meetings schedule ensuring that an agenda is circulated in advance and outcomes are published;
- provide opportunities for staff and students to discuss and reflect on teaching and learning;
- ensure that information is communicated to members of the department when appropriate.

5. Resources including budget

- manage the department's resources efficiently and effectively;
- plan an annual budget and monitor spending throughout the year;
- identify longer term needs and bid for development monies when appropriate.



PERSON SPECIFICATION

KNOWLEDGE, QUALIFICATIONS & EXPERIENCE

- Education to degree level in relevant subject plus teaching qualification
- Expertise in the teaching of Drama/Performing Arts including evidence of excellence in own work as practitioner
- Successful initial leadership/ management experience
- Ability to identify and lead improvements in the curriculum
- Excellent knowledge and understanding of current issues in Drama/Performing Arts education
- Excellent understanding of the assessment of students' progress
- Good ICT, oral and written communication skills
- Further qualification and/or evidence of continuing professional development
- Involvement in sharing expertise e.g. through teacher trainee mentoring or in-service training
- Experience as 2 i/c or head of subject(s) in an 11-18, fully comprehensive school
- Evidence of active cross curricular input and involvement
- Very good/excellent general knowledge of current issues in education
- Expertise in value-added analysis and/or target setting
- Areas of particular strength in ICT and/or communication skills

PERSONAL QUALITIES

- Ability to inspire confidence in and establish excellent relationships with students, teachers and parents
- Strong classroom management skills
- Excellent knowledge, understanding and skills in relation to team building
- Very good/excellent organisational skills
- Flexibility
- Good time-management skills
- Skills and understanding necessary to support and guide other teachers
- Perseverance
- Ability to formulate clear and effective mid/ long term plans
- Potential to go on to senior leadership

SAFEGUARDING

- Commitment to form and maintain appropriate relationships and personal boundaries with young people
- Commitment to safeguarding and promoting the welfare of young people
- Understanding of how best to promote the health, safety and well-being of young people

This is not exhaustive.

Astrea Academy Trust is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. Posts are subject to enhanced DBS checks. For further details on the recruitment process, please review our Recruitment Pack. This can be found attached to each vacancy or requested by emailing recruitment@astreaacademytrust.org