



GREENSHAW
LEARNING TRUST



GLOUCESTER
ACADEMY

Head of Expressive Arts Recruitment Pack

**ALWAYS
LEARNING**

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Dear Candidate

Thank you for your interest in the role of **Head of Expressive Arts** at Gloucester Academy.

Introduction

This role is an exciting opportunity to join Gloucester Academy and further contribute to the life chances of our young people in the school, and across the Greenshaw Learning Trust. It is a chance to be part of something very special.

Gloucester Academy ensures that students and staff can develop and learn in a disruption free environment with exceptional standards. Our school is dedicated to the achievement of all and as such we provide exceptional training and education not only for our students but also for our staff whom we value equally.

Gloucester Academy has an exceptional track record of improvement with results last year making us the 11th most improved school in the country. The latest Ofsted report for Gloucester Academy relates to a different phase of the school's life. The report was written prior to Greenshaw Learning Trust bringing Gloucester Academy into its rapidly improving set of schools and in fact was the very reason why they took on its leadership.

This role will support career development and equip you for a further promotion within the Academy and within our trust. We are based in central Gloucester which in itself is in a beautiful area of the country and provides access to the Cotswolds whilst maintaining close proximity to Bristol and Cheltenham. The area we serve is diverse, and therefore our catchment and students offer a range of expectations and exciting challenges. At Gloucester Academy we make a real difference to the lives of all we serve.

Work life balance is a high priority at Gloucester Academy. To support this, we offer a highly visible and supportive senior leadership team. We have centralised planning within the school and across the trust with dedicated time in the day for departments to work collaboratively to adapt lessons. centralised detentions, disruption free learning, whole class feedback through a clear feedback policy, lesson's structure based on the Rosenshine principles, visualisers in every classroom, subject experts working together within a collaborative trust, highly bespoke CPD in a short weekly session i.e., Teach Like a Champion foci each session.

We are proud members of the Greenshaw Learning Trust, a 'family' of like-minded schools, that collaborate to provide mutual support, share their good practice and learn from each other, whilst retaining and developing our own distinctive character.

The Trust is a vibrant and forward-thinking community of teachers, support staff and learners committed to educating the 'whole child' to improve life chances, whilst securing the best possible outcomes for students. We encourage all young people to work hard and make the most of the opportunities they are given. Our amazing team of teachers and support staff themselves demonstrate and encourage a lifelong love of learning, both within and beyond our curriculum.

As one of the highest performing multi-academy trusts in the country, we currently comprise of thirty schools: seven in South London, five in Berkshire, one in Surrey, fourteen in Gloucestershire and South Gloucestershire, and three in Plymouth. We are continuing to grow and have further schools joining us on a regular basis.

We are ambitious about diversity and inclusion and very much look forward to receiving applications from candidates whose personal qualities and values reflect those in the person specification and whose experiences also place them in a strong position to deliver the challenges set out in the job description. We encourage applications from candidates regardless of age, disability, gender identity, sexual orientation, pregnancy, marital status, religion, belief, or race.

Gloucester Academy is committed to safeguarding and promoting the welfare of children and young people therefore this appointment will be subject to vetting, including an enhanced DBS disclosure.

The school websites provide a clear picture of our aspirations and our vision; however, please do not hesitate to contact us to seek further information HR@gloucesteracademy.co.uk. We very much look forward to receiving applications from candidates whose personal qualities, values and experiences support and reflect ours.

I am looking forward to hearing from you.

Yours faithfully



Phillippa Lewis
Headteacher

Greenshaw Learning Trust – ‘Always Learning’

GLT is one of the highest performing multi academy trusts in the country that provides high quality comprehensive, non-selective and inclusive education. The Trust is committed to meeting the needs of every student and our schools offer a broad curriculum and wide range of special needs provision in a welcoming and challenging environment.

We are extremely proud of our success, but we are not complacent. We believe that we can – as an academy trust, as schools and as individuals – always improve. We are all ‘Always Learning’.

Each school in GLT is led by its own leadership team and a governing body, which have the support of the wider Trust to help them achieve their objectives for their school. Being part of the Trust provides our schools with an effective structure, collaboration, and support. Our culture of trust and openness fosters mutual support and continual improvement.

At GLT it is really important to us that our classrooms are disruption free and the schools are calm and orderly. Our shared behaviour policy assists to make this happen and enables our teachers to have the greatest impact on the educational outcomes of the children in their classes.

School-to-school collaboration is enabled by regular contact between school leaders. Our shared services professionals provide a wide range of effective, rapid and flexible support, advice and guidance to our schools, including curriculum support, school improvement, staff training and development, admissions, attendance, behaviour, safeguarding and SEND, pupil services, estates, finance, HR, IT, catering, clerking, procurement and governance.

From its establishment as a multi academy trust in 2014, the Trust has grown significantly and currently employs around 3,000 people and educates nearly 19,000 students. Further information about our schools can be found [here](#).

The Greenshaw Learning Trust Mission Statement

We are ambitious for our schools and their students. We believe that there is no ceiling on what can be achieved by anyone, regardless of their circumstances or background.

We are committed to providing a supportive and inclusive learning environment, giving every young person the opportunity to fulfil their potential now, and in the future.

We seek to realise the power of individuals and organisations working together in collaboration whilst retaining their individuality, and we recognise that we can always improve.

Greenshaw Learning Trust Employee Benefits

The GLT recognises that our employees are our most important asset, and we are aware that the quality and commitment of our employees is critical to our success. We offer all our employees the following staff benefits:

- A supportive ethos and concern for the well-being of all colleagues
- Excellent CPD opportunities and career progression
- Employer contributions to Local Government (LGPS) or Teachers Pension Scheme
- Cycle to Work scheme
- Gym membership scheme
- Employee Assistance Programme
- Free eye tests
- Childcare Voucher scheme
- Car benefit scheme
- My Health discounts

Terms and Conditions

Line Managed by:	Assistant Headteacher
Line Management:	-
Contract:	Permanent
Salary:	Salary calculated in line with Main Pay Scale Range, points M1 – M6, Upper Pay Scale Range, points UPS1 – UPS 3, Including TLR2B
Hours of Work:	Monday to Friday, 32.50 hours per week, Full time
Place of Work:	Gloucester Academy, Painswick Road, Gloucester, GL4 6RN
Medical Examination:	The appointment is subject to a satisfactory medical report
Superannuation:	Under the Social Security Act 1986 the post holder has the right to make their own pension arrangements. They may choose to contribute to the Teachers' Pension Scheme or a Personal Pension Scheme. Details of the Teachers' Pension Scheme are available at: https://www.teacherspensions.co.uk
Holiday Entitlement:	Subject to Working Time provisions of the School Teachers Pay and Conditions Document your holidays coincide with periods of school closure
Probation Period:	New employees are required to complete a six-month probationary period
Disclosure & Barring Service Check:	This appointment is subject to the receipt of a satisfactory enhanced Disclosure and Barring Service check
Right to Work Check:	This appointment is subject to verification of the right to work in the UK. Where the successful candidate has worked or been resident overseas in the last five years, such checks and confirmations may be required in accordance with the statutory guidance

Job Description

The **Head of Expressive Arts** role is an exciting addition to the Gloucester academy team.

The Department:

The successful candidate will lead the Music and Drama team to ensure exceptional results at Key Stage 4. The Head of Expressive arts will also coordinate the offer of a suite of enrichment activities which will include the school production and school choir. The school is investing heavily into the arts and this is a chance for an ambitious person to build the profile of the arts within the Academy and local area.

We have two dedicated drama spaces in the school, a music room and several practice rooms. We currently have one drama and one music teacher and are looking to expand. We have a suite of apple macs, and have invested over £30,000 into the music provision. We are truly excited to ensure our students have access to the very best. We have a shared curriculum and shared planning in dedicated PD time which is protected in the timetable. Please book a tour and come and see for yourself.

The duties and responsibilities in this job description are not restrictive and the post holder may be required to undertake any other duties that may be required from time to time. Any such duties should not however substantially change the general character of the post.

Curriculum:

At Gloucester Academy, we recognise the importance of Music and Drama, and the role it has to play in developing students' cultural awareness, confidence and teamwork skills. Our music and drama curriculum is both hands-on and academically rigorous in order to provide all students with the theoretical and practical knowledge that underpins music of all styles and cultures.

By introducing our students to a diverse range of musical styles and disciplines our students are encouraged to develop their musical and cultural literacy so that they can read, create and communicate directly through music. Our students will develop their skills in composition performance and music analysis whilst developing their personal confidence and ability to express themselves. We want our chosen musical topics to inspire imagination and drive within our students so that they can find fulfilment in music making, composing and active listening.

Our Music curriculum, which develops a love for music making, provides the knowledge and skills for our students to thrive in the creative workplace and develop an ever-growing appreciation of other cultures and traditions.

Our students will develop their skills in performance and analysis whilst developing their personal confidence and ability to express themselves. We want our chosen pieces to inspire imagination and drive within our students so that they can find fulfilment in their studies.

The duties and responsibilities in this job description are not restrictive and the post holder may be required to undertake any other duties that may be required from time to time. Any such duties should not however substantially change the general character of the post.

Job Purpose

To create an appropriate working environment which promotes students': Health; Safety; Enjoyment and Achievement; Positive Contributions; Economic Well-being; International Perspective.

Main Duties/Responsibilities

- To work with the Headteacher and Senior Leadership Team to promote inclusion, and equality of opportunity for both students and staff.
- To share in the corporate responsibility for, and commitment to the safeguarding and promotion of the well-being and discipline of all students.
- To progress the education and welfare of designated groups of students in accordance with the prevailing School Teachers' Pay and Conditions Document, having due regards to the requirements of the National Curriculum, the aims, objectives and schemes of work of the Academy/Learning Area, Year Cohort, and any policies of the Academy Trust.
- To impact on the educational progress beyond one's own assigned students.
- To Lead, develop and enhance the teaching practice of others including participation in Performance Management/appraisal arrangements.
- To contribute to curriculum planning and delivery as applicable.
- To monitor teaching and learning as part of the Academy's self-evaluation process (to include lesson observation).
- Making available full, up-to-date schemes of work, for the subject within the Learning Area, for use internally and externally as required.
- Advising on appropriate classroom management.
- Advising regarding allocation of students to teaching groups within the Learning Area/Year following appropriate consultations.
- Advising regarding allocation of staffing for timetabling purposes.
- Controlling expenditure allowances and fulfilling the Academy's budgeting expectations.
- The usage, storage and security of all facilities and resources.
- Ensuring the maintenance of relevant inventories according to Academy policies.

Teaching

- To undertake a designated programme of teaching across all key stages.
- Oversee/organise curriculum delivery within the Learning Areas curricular responsibility.
- Ensuring the curriculum planning necessary; incorporating 'whole-Academy' policies; contributing relevant units/components to other Academy syllabuses, as may be required.
- Encouraging the selection of suitable teaching and learning styles, materials and subject matter in providing a differentiated approach to students.
- Being responsible for the conduct and behaviour of relevant assigned students, and providing support for colleagues.
- Monitor and analyse the academic performance of students on an ongoing basis and provide relevant reports when requested.
- Devise and implement appropriate intervention strategies.
- Complete self-evaluation documentation, in particular data analysis of student performance at Key Stage 3, Key Stage 4 and Post-16 as part of the whole Academy self-evaluation process.
- Promote Literacy, Numeracy and communication skills across the Learning Area.

Manage Allocated Resources

- To lead, monitor and evaluate the assessment and feedback to students in line with whole school and department policy.
- Controlling expenditure allowances and fulfilling the Academy's budgeting expectations to include the usage, storage and security of all facilities and resources.
- Ensuring the maintenance of relevant inventories according to Academy policies
- Contribute to the Academy's self-evaluation process especially regarding the data analysis of the Learning Area.
- Oversee the work of members of the Learning Area team and related support staff to include the knowledge and understanding, teaching, learning and assessment, behaviour, health and safety, student management, pastoral responsibilities and wider professional effectiveness.
- Encourage the professional development of the Learning Area and support staff by inducting, advising and guiding, as appropriate.
- Encouraging members of the Learning Area to keep abreast of developments in their subject areas
- Participating in performance management/appraisal arrangements E.g. identifying, providing and accessing appropriate INSET.
- Contribute to the Academy's consultative process by convening and/or participating in all appropriate calendared meetings, and by ensuring Learning Area/Year representation at all additional relevant Academy meetings.
- Having delegated responsibility for the implementation of Health and Safety as may be agreed.
- Provide information about the work of assigned curricular/pastoral areas, and the progress of students, to the line manager, Principal, Academy Trust, colleagues and parents when required, reflecting appropriate 'self-evaluation'.

Staff Development

- To continue personal development in the relevant areas including subject knowledge and teaching methods.
- To engage actively in the Performance Management process.
- To participate in whole school CPD programmes.
- To take part in the staff development programme by participating in arrangements for further training and professional development.

Safeguarding

- Be keenly aware of the responsibility for safeguarding children and to help in the application of the Safeguarding Policy within the school
- Comply with the school's Safeguarding Policy in order to ensure the welfare of children and young persons

Communications, Marketing and Liaison

- To communicate effectively with the parents of students as appropriate
- Where appropriate, to communicate and cooperate with persons or bodies outside the school.
- To follow agreed policies for communications in the school
- To take part in marketing and liaison activities such as Open Evenings, Academic Review Days, liaison events with partner schools, etc.

Personal Responsibilities

- To play a full part in the life of the school community and to encourage staff and students to follow this example
- To actively promote school policies and procedures
- To be responsible for own continued professional development
- To comply with the school's Health & Safety policy and undertake risk assessments as appropriate.
- To be courteous to colleagues, visitors and telephone callers and provide a welcoming environment
- To undertake duties before the school day, at break and after the school day on a rota basis
- To attend meetings scheduled in the school calendar punctually
- To set cover work during any leave of absence
- To adhere to the School's Safeguarding Policy.

Other Job Requirements

All staff will be part of the school's appraisal scheme. You will have a team leader who will set agreed targets for the year. The team leader will monitor and review performance, including classroom teaching.

Person Specification

The successful candidate will meet the following person specification. Please note that the listed criteria will form the basis of the selection process. Applicants should address all elements of the Person Specification, demonstrating experience and where appropriate citing supporting examples within their application.

Criteria	Essential	Desirable
Training, Qualifications and Experience: On their application form, candidates will demonstrate that they have the following training, qualifications, and school experience:		
	<ul style="list-style-type: none"> • Hold a recognised degree (or equivalent) with a good classification in a relevant subject teaching qualification (QTS) • Commitment to own self development 	
Personal and Professional Qualities and Attributes: In their statement of suitability and during the selection process, candidates will demonstrate the ability to:		
	<ul style="list-style-type: none"> • Recent experience of leading and developing within a team. • Ability to teach your subject area up to Key Stage 4 and Music and Drama at Key Stage 3. • Desire to further raise overall achievement in your subject area through promoting the highest standards of teaching and learning. • A flexible approach to the teaching of your subject that seeks to promote the learning opportunities of all students and to secure the highest possible levels of achievement. • Demonstrate a commitment to following the school's principles of teaching, learning and assessment. • Good discipline/classroom management. • Commitment to working within the School's Safeguarding Policy and Procedures. • Commitment to high standards and expectations. • High levels of professional integrity. 	<ul style="list-style-type: none"> • Currently working in a position of responsibility

Additional Requirements: In their statement of suitability and during the selection process, candidates will demonstrate that they can meet the following requirements:

	<ul style="list-style-type: none">• Excellent subject knowledge and a genuine passion for teaching your subject• Detailed knowledge of current curriculum and pedagogical developments in the teaching of your subject and the wider curriculum• Understanding of Exam Board specifications	<ul style="list-style-type: none">• Awareness of wider educational contemporary issues
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The Recruitment Process

1. Application

Visit our website to view our current vacancies [here](#)

To apply for a staff vacancy, please register for an online account and complete the online application form. The recruitment process is managed via your online account and you will receive regular notifications regarding the progress of your application.

You have the opportunity to upload an attachment to support your application if desired. In the application form you should demonstrate how you meet the requirements set out in the Person Specification. Please include specific examples which support your application.

Applications must be received no later than 11.59pm on Wednesday 8th May 2024. Applications received after this date will not be considered.

2. Shortlisting

Shortlisting will be finalised on Thursday 9th May 2024. Shortlisted applicants will receive an email inviting them to select their preferred interview time. Please ensure you enter your correct email address on your application form and provide a contact telephone number. References may be taken up after shortlisting. Please ensure you indicate clearly on your application form if you are happy for us to do so.

3. Interview Process

Interviews will be scheduled within the week of shortlisting. Applicants may also be asked to undertake a practical test related to the knowledge and abilities in the Person Specification.

4. Feedback

Unsuccessful shortlisted applicants will have the opportunity for professional feedback during the week following the interviews.

5. Taking up post

The successful applicant will take up the post 1st September 2024

6. Additional information

For further information, please contact Christine Osment, cosment@gloucesteracademy.co.uk

7. Safeguarding

Greenshaw Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects staff and volunteers to share this commitment. The successful applicant will be subject to an Enhanced DBS and barred list check.