



Application Pack and Job Description
Head of Performing Arts
Teignmouth Community School, Exeter road



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September 2023

Ivy Education Trust is seeking an outstanding individual with drive, passion, enthusiasm and ambition to lead our Performing Arts department in the next stage of its development. This is an opportunity for an inspirational leader who has strong subject knowledge of music and drama (with music specialism) and who is an outstanding and experienced classroom practitioner across KS3 to KS5 to take our department and student outcomes to the next level.

You will have excellent organisational, planning and communication skills and have high expectations of all students to secure the best outcomes. You believe that all students are capable of success and recognise that success comes in different forms. Driving forward strategic priorities you will ensure there is a robust curriculum and assessment framework in place underpinned by a key focus on developing, promoting and championing the Arts across the school.

As a leader you are inspirational, forward thinking and put students at the heart of everything you do. You are creative, dynamic, empathetic and have a natural ability to lead and empower both students and staff. You hold the highest expectations of yourself, your staff and your students and recognise the importance of the curriculum both inside and outside the classroom, and are innovative in your commitment to both, ensuring that the Arts are always high profile within the school.

Performing Arts plays a critical role in the whole school curriculum and wider opportunities at Teignmouth Community School. The department prides itself in creating an environment where students' passion and drive for the Arts are fostered through engaging and challenging lessons, but also the opportunities for students to perform and develop their skills

The Ivy Education Trust works closely with all schools within the Trust and beyond. The Ivy Education Trust celebrates the diversity of each of its schools and is founded upon the alignment of vision and values that we all commonly hold to secure the best outcomes for our pupils.

The Ivy Education Trust is committed to providing a broad, balanced and ambitious curriculum in all its schools so all children and young people develop the character and qualifications needed to open doors to their future success. A strong focus on developing and providing inspirational teaching and leadership in all schools, through school-to-school improvement, ensures outstanding progress and educational enjoyment for all members of the partnership's community.

The unique character of each school is celebrated and nurtured to ensure choice and variety in educational provision. The Trust is determined that all children should be able to attend a good or better school regardless of where they live.

Our mission is to improve life chances for every child and young person we serve, through broadening their opportunities and enabling them to reach their full potential. We support and all members of our learning community to dream big, aim high, and achieve more than they ever thought was possible. If you share these visions and aspirations, then we very much welcome your application for this post.

If you have any questions about the role, then please email people@ivyeducationtrust.co.uk

Application forms and further information are available from our website, www.ivyeducationtrust.co.uk or via email to people@ivyeducationtrust.co.uk

Completed application forms should be sent to people@ivyeducationtrust.co.uk before the closing date stated below.

Closing date for applications is Monday 27th April at 9am. Interviews tbc

Job Description

Job Title:	Head of Performing Arts (Music Specialist)
Location:	Teignmouth Community School, Exeter road
Responsible to:	Headteacher
Salary:	MPS/UPS – TLR 2b
Contract:	Full-time - Permanent
Start Date:	September 2023

Key purpose of job:

- In accordance with the schools Teachers' Standards, to provide professional and effective leadership and management for the Performing Arts department, in order to secure maximum student achievement and outcomes within the context of the school's overall aims and priorities.

Objectives

- To promote and provide a clear direction for the Performing Arts team, within the context of the school vision in order to contribute to whole school improvement.
- To promote high standards in Performing Arts teaching in order to ensure all students achieve their potential and at secure least national outcomes in exam-based Performing Arts lessons.
- To promote positive attitudes to participating in all Performing Arts lessons and activities across the school.
- To ensure there is a consistency of practice within the Performing Arts team with regards to school policies and procedures, maintaining high expectations of all students in terms of academic success and behaviour.
- To develop (in partnership with other Trust Schools) an ambitious, challenging and high-quality curriculum, assessment plan and pedagogical approaches so that Performing Arts teaching continues to develop and improve, maximising student progress and achievement year on year.

Main areas of responsibility

- Improving the quality of teaching and learning.
- Leading and enhancing the teaching practice of others.
- Leading, developing and enhancing a subject or curriculum area.
- Monitoring the standards of teaching and learning and student outcomes across all Performing Arts lessons, and plan for improvement as required.
- Undertake regular self-evaluation of the work of the department and the impact on student outcomes, in line with the school self-evaluation policy.
- Setting a clear direction for Performing Arts within the context of the school vision and goals, creating and implementing a subject development plan which involves all subject teachers.
- Supporting and developing the Performing Arts staff, providing regular constructive feedback in a way which recognises good practice and supports progress against appraisal objectives.
- Acting as a positive role model for the Performing Arts team so that staff have a clear understanding of good professional conduct.
- Maintaining an ethos of high achievement and positive attitudes towards Performing Arts amongst staff and students, to maximise achievement.
- Actively engaging the Performing Arts team in effective planning, development and delivery of the Performing Arts curriculum.
- Organisation and provision of resources and allocation of staff to groups, so that resources are used efficiently and effectively.
- Overseeing and evaluating subject budget allocations to ensure spending is in line with learning priorities and best value principles.

- Effective communication within the school and to key stakeholders with regards to Performing Arts, to ensure confidence in the school and the subject area.
- Ensuring high standards of health and safety within the department demonstrating an understanding and a commitment to safeguarding students.
- Promote equality of opportunity and aspiration so that all students achieve their potential.

Key Tasks

- Performing Arts teaching across all years.
- Ensure the quality of teaching across the team meets the needs of all students and encompasses strategies to engage students with a range of learning needs.
- Monitor the quality and impact of teaching and learning within Performing Arts through regular quality assurance activities. Plan and implement improvements as appropriate.
- Monitor student progress in exam-based Performing Arts subjects against internal, local and national targets, planning support as appropriate for both students and staff.
- Plan and implement the developments required in Performing Arts within the context of the overall school improvement plan.
- Ensure a programme of educational enhancement is delivered by the department, as appropriate.
- Ensure effective and timely scheduled meetings with the Performing Arts staff, both as a group and on a 1:1 basis as required.
- Attend and contribute to Middle Leadership Team meetings.
- Order and allocate Performing Arts resources and manage the Performing Arts budget.
- Oversee the deployment of staff in Performing Arts and advise on the recruitment of Performing Arts staff when required.
- Support the professional development of Performing Arts staff through the school appraisal processes, and other support strategies.
- Ensure school policies are consistently adhered to by the Performing Arts team.
- Other general professional duties under the reasonable direction of the Headteacher.

School Ethos and Culture

- To conduct oneself in a manner befitting a teacher at all times, ensuring behaviours that display positivity to others.
- To make maximum use of opportunities to generate a culture of celebration and praise amongst the staff and students of the school.

Other Duties

- All staff must commit to Equal Opportunities and Anti-Discriminatory Practice.
- The Trust operates a Smoke-Free Policy, and the post-holder is prohibited from smoking in any of the Trust buildings, enclosed spaces within the curtilage of buildings, and Trust vehicles.
- To support the achievement of the school's objectives by working proactively with colleagues on projects or activities outside direct area of responsibility as required.
- To conduct oneself in a manner befitting a member of staff at all times, ensuring behaviours that display positivity to others.
- To make maximum use of opportunities to generate a culture of celebration and praise amongst the staff and students at the school.
- To follow the school's ICT policy for safe use of ICT.
- To be aware of and assume the appropriate level of responsibility for safeguarding and promoting the welfare of children and to report any concerns in accordance with the school's safeguarding policies. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS.
- To place the safeguarding of all children in the school as the highest priority.

- To comply with legislation, policies and procedures relating to confidentiality and data protection, reporting any concerns to the appropriate person.
- To work in compliance with the codes of conduct, regulations and policies of the school and its commitment to equal opportunities.
- To comply with the school's Health & Safety policy and statutory requirements.
- To undertake any other additional duties not detailed above as required and as specified in the school Teachers' Pay and Conditions document, as long as they are commensurate with the level of the job.

This is not an exhaustive list of duties; they may be varied from time to time without changing the general character of the job or the level of responsibility. A high degree of flexibility and adaptability is an important element of this role.

This is a description of the role as it is now. We periodically examine employees' job descriptions and update them to ensure that they reflect the job as it is then being performed, or to incorporate any changes being proposed. We aim to reach agreement on reasonable changes, but if agreement is not possible, we reserve the right to insist on changes to your job description after consultation with you.

Person Specification

Criteria	Essential	Desirable
Qualifications		
Teaching Qualification	✓	
Good Honours Degree	✓	
Class of Degree 2:2 or higher	✓	
Class of Degree 2:1 or higher		✓
Professional experience and knowledge		
Ability to teach Music to GCSE level	✓	
Ability to teach Music to A level		✓
Personal aptitudes, qualities and skills		
High expectations of self	✓	
Belief in students' ability to succeed	✓	
Ability to act on advice and be open to coaching	✓	
Dedication and commitment	✓	
Openness to innovation and improving own practice	✓	
Ability to collaborate and work co-operatively	✓	
Commitment to extracurricular activities	✓	
Understanding of diverse teaching and learning styles	✓	
Ability to teach engaging, motivating lessons	✓	
Understanding of assessment for learning	✓	
Ability to set high levels of challenge for students	✓	
Ability to relate well with students, staff and parents	✓	
Understanding of behaviour management techniques and of the relationship between teaching and behaviour	✓	
Understanding of safeguarding issues and promoting the welfare of children and young people	✓	
Suitability to work with children	✓	

Ivy Education Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All employees are expected to undergo Disclosure and Barring and employment checks.