



Nene Valley Partnership

Excellence in Education



Wollaston School

Head of Performing Arts





Wollaston School wishes to appoint a Head of our Performing Arts Faculty for January 2024

This is an exciting time for Wollaston School. We are a founding member of the Nene Valley Partnership and work alongside three of our partner primary schools with a mission to deliver the best possible outcomes for the children in our local communities.

The Nene Valley Partnership exists because we believe that working together is better than working alone. We challenge and support each other to achieve excellence in education.



Head of Performing Arts

The Performing Arts faculty at Wollaston School is well respected and pedagogically focused. Dance, Drama and Music play an important role in our richly diverse school curriculum and contribute positively to the experience of our students from Year 7 to Year 13. As our new Head of Faculty, you will oversee, support, mentor and drive forward our excellent team, with the mission of making Performing Arts the heart and soul of our school community. Your role will be decisive in shaping and developing curricular and extra curricular provision that we believe is a crucial part of school life. We are looking for a leader to ensure that we make the very best practice in Performing Arts, our standard practice. Wollaston School is oversubscribed, enjoys a strong local reputation and was judged to be 'Good' by Ofsted in May 2023. Our students achieve well in public examinations, and we are ambitious for even further success. We have a successful Sixth Form which attracts an increasing number of external applications. We are committed to providing a genuine breadth of curriculum which inspires and develops students of all abilities and interests.

We have a well qualified and dedicated team of staff, friendly and positive students and parents and a wider community who are incredibly supportive of the school.

We are naturally very proud of our achievements, but aspire to become even better. We are aiming to recruit a person who will help to make Wollaston a truly exceptional school.

A school where we achieve the very best outcomes with every single student who walks through our doors.



THE ROLE:

Head of Performing Arts

We are looking for a dynamic Leader of Performing Arts who is an exceptional practitioner with a passion for inspiring students and the ability to support and challenge a strong and dedicated teaching team. Due to the existing specialisms of staff, the successful candidate will need to be able to teach Drama at all Key Stages.

In this pivotal role, you'll champion the growth of creativity, cultural enrichment, and social mobility among our pupils, exploiting opportunities for performance and celebration of the Performing Arts.

We are looking for:

- ◆ A creative, inspiring and energetic teacher who is seeking to utilise their experience and skills to further improve our Performing Arts Faculty.
- ◆ Knowledge of best practice in Performing Arts and the leadership skills to embed this practice across the curriculum.
- ◆ A passionate and dynamic leader, who will promote innovation and creativity within our students and staff through exceptional curricular and extra-curricular provision.
- ◆ A commitment to inclusive practice, where all students make excellent progress and experience success.
- ◆ Excellent communication and interpersonal skills, with the ability to engage with all members of the school and wider community.





WHAT YOU CAN EXPECT IN RETURN

The opportunity to work in an exciting and ambitious school and Multi- Academy Trust, spending your day with hardworking and kind students and staff. The Nene Valley Partnership and Wollaston School will also provide a bespoke package of CPD, support and challenge to enable you to flourish in this role and with your future career aspirations.

The successful candidate can also expect to receive:

Teacher Pension Scheme

Cycle to Work Scheme

Onsite Parking

Bespoke Induction and a commitment to continued CPD

Career Progression Opportunities

A pro-active and engaged SLT, Local Governing Body and Trust who will work alongside you to deliver “Excellence in Education” across the faculty.



**WOLLASTON
SCHOOL**



JOB DESCRIPTION:

Head of Faculty: Performing Arts

Post Purpose:

Under the reasonable direction of the Head of School, carry out the professional duties of a schoolteacher as set out in the current School Teachers' Pay and Conditions Document (STPCD).



To raise standards of student attainment and achievement within the curriculum area and to monitor and support student progress.

To develop and enhance the teaching and development within all subjects taught within the faculty, ensuring the provision of an appropriately broad, balanced, relevant and differentiated curriculum for students studying in the faculty, in accordance with the aims of the school and the curricular policies.

To effectively manage and deploy teaching/support staff, financial and physical resources within the faculty to support the designated curriculum portfolio.

To develop enrichment opportunities that inspire and motivate students in the performing arts.

Reporting to:

A member of the senior leadership team.



Responsible for:

Subject staff within the Faculty.

Liaising with:

Head of School, Leadership Team, other Heads of Faculty, SENCO, Heads of Year, Student Support Services and relevant staff with cross-school responsibilities, relevant support staff and parents.

Working Time:

Full time as specified within the STPCD



Salary/Grade:

Classroom Teachers' Pay Scale and TLR1A

Disclosure Level:

Enhanced



Review arrangements:

The details contained in this job description reflect the content of the job at the date it was prepared. Over time, the nature of the job may change and the jobholder is expected to be flexible with this. Existing duties may no longer be required and other duties may be gained without changing the general nature of the post or the level of responsibility entailed. Consequently, the school will revise the job description from time to time and will consult with the post holder at the appropriate time.

Teaching Responsibilities



- To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher.
- To continue own personal development as agreed with the relevant line manager.
- To act as a form tutor and carry out the duties associated with the role as outlined in the generic job description.
- To play a full part in the life of the school community to support its distinctive aims and ethos, and to encourage staff and students to follow this example.

Additional Responsibilities



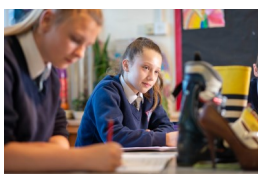
- To work with the appropriate SLT link to ensure that work in the curriculum area fully reflects the school's ethos.
- To manage the budget planning and monitoring function of the curriculum area and to ensure that the planning activities of the faculty reflect the needs of students within the subject area and the aims and objectives of the school.
- To ensure that the faculty's quality assurance procedures meet the requirements of the school's self-evaluation outcomes and the school Improvement Plan.
- To establish the process of the setting of targets within the faculty and to work towards their achievement, contributing to lesson observation and undertaking performance management reviews, acting as reviewer for staff within the faculty.
- To be responsible for the efficient and effective deployment of the faculty's support staff, where appropriate.
- To participate in the school's Initial Teacher Training programme.
- To participate in the interview process for teaching posts when required and to ensure effective induction of new staff in line with school procedures.
- To promote teamwork and to motivate staff to ensure effective working relations.
- To ensure that Health and Safety policies and practices, including Risk Assessments, throughout the Faculty are in-line with national requirements and are updated where necessary, liaising with the school's Business and Premises Managers.





Curriculum, Teaching and learning

- To provide leadership, direction and support for subject staff in the planning and delivery of the curriculum, including oversight of the development of new examination specifications and new resources in the department.
- To lead the development of appropriate programmes of study and schemes of work for students, resources, exam specifications, marking policies, assessment and teaching and learning strategies in the faculty.
- To oversee the development of I.T. in subject-related courses.
- To work with colleagues to promote the development and maintenance of enrichment activities and wider contribution to the school within the department.
- To promote student take-up of subject options at all levels where appropriate and enhance student interest in appropriate related careers and further or higher education.
- To create a positive climate for learning by role modelling high quality lesson preparation, delivery and marking, modelling good classroom management and prompt time-keeping and strong mutual respect between staff and students.
- To create, model and maintain positive behaviour in and around the department at all time during the school day, to challenge unacceptable behaviour where it exists and to support colleagues where student behaviour is less than acceptable in dealing with discipline issues and contact with parents.
- To keep up to date with national developments and changes in teaching practice in the subject area.
- To identify and promote professional development needs amongst departmental colleagues.
- To make appropriate arrangements for classes when staff are absent, ensuring appropriate cover within the faculty liaising with the Cover Manager to secure appropriate cover within the faculty.
- To work with the whole school timetable leader to ensure that the subject's teaching commitments are effectively and efficiently timetabled and roomed.



Assessment



- To monitor the quality and regularity of all aspects of on-going assessment to oversee the academic progress of students at all key stages in line with whole school assessment and reporting strategies.
- To be responsible for all student examination preparation and for examination entries in the department in liaison with the examinations team.
- To work with the relevant SLT link to review examination results and other types of formal assessment and identify strategies for improvement where appropriate.
- To oversee reporting in the subject at all levels, including checking the completion and quality control of reports to parents and other reports, such as contributions to UCAS references and take appropriate action on issues arising from data, systems and reports, setting deadlines where necessary and reviewing progress on the action taken.
- To produce reports on examination performance, that reflect attainment and progress data.





Communication

- To lead faculty meetings and attend wider school meetings as required by SLT.
- To ensure effective communication as appropriate with the parents of students.
- To produce all appropriate documentation to promote the subject area to students, parents and the wider community.
- To liaise with SLT link to attend and manage all public forums which promote the department to the wider school community, such as parents evenings, open evenings and awards evenings.
- To liaise with partner schools, higher education, industry, examination boards and awarding bodies.

 Person specification for Head of Performing Arts 			
Assesment criteria	Essential	Desirable	Evidence: Application Interview Reference
Knowledge and Experience			
Well qualified teacher with significant teaching experience to Key Stage 5.	*		A
Evidence of continuing professional development.	*		A / I
Experience of subject / curricular leadership	*		A / I / R
Experience of sourcing and implementing best practice pedagogy across a team.		*	A / I
Professional competencies			
Evidence of excellent teaching skills, classroom management and the ability to enthuse students	*		A / I / R
Evidence of ability to achieve rapid student progress and strong examination outcomes	*		A / I / R
Confident in the use and analysis of assessment data and assessment for learning strategies	*		I
Ability to lead / inspire other colleagues	*		A / I / R
Ability to create and maintain a positive climate for learning	*		I / R
Effective communicator using both spoken and written word	*		A / I
Able to organise time efficiently and work to deadlines	*		R
Personal qualities			
Effective team player and team leader	*		I / R
Sets personal high standards and helps others to do the same	*		R
Positive and caring approach towards students	*		I / R

HOW TO APPLY & RECRUITMENT TIMETABLE

Visits to the school prior to making an application are by no means essential, but are warmly welcomed. Please contact Mrs Claire Dale, HR & Operations Manager, to arrange on recruitment@wollaston-school.net.

Applications

Your application should include a letter of application that covers;

- Your strategy for ensuring exceptional provision for Performing Arts at Wollaston School
- How your skills and experiences equip you to successfully lead this provision.

The letter should be approximately two sides of A4. CVs should not be attached.

In order to comply with the safer recruitment requirements all candidates must fully complete the application form including the section on references. It is not acceptable to substitute parts of the form with your own version. All gaps in employment should be accounted for and explained.

References

Open testimonials are not accepted for this post and it is intended that references will be taken up from your existing employer and one other professional reference of your choice. If you are not currently working with children, references will be requested from a previous employer where this was the case. You are, therefore, requested to supply contact details for this organisation and also to alert all referees to expect a request, should you be shortlisted. References from relatives or people writing solely in the capacity of friends will not be accepted.

Security Checks

Wollaston School is committed to securing and promoting the welfare of children and young people. Due to this post having access to children, candidates will be required to undertake a Disclosure and Barring Service check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided. Candidates who are foreign nationals, or a UK national who has lived abroad at any point in their adult life, MUST provide a Certificate of Good Conduct prior to taking up an appointment.

Recruitment Timetable

Closing date for the receipt of applications to Mrs Claire Dale, HR & Operations Manager, recruitment@wollaston-school.net, is midday on **Monday 2nd October 2023**. Shortlisting will take place on this day and candidates called for interview will be notified by the end of Wednesday 4th October 2023.

Interviews

Intended interview date: **Tuesday 10th October 2023**.

Candidates selected for interview will be notified by telephone in the first instance, followed by an email. If you have not been contacted by the end of day Friday 6th October 2023 you should assume that, on this occasion, you have not been successful.

Wollaston School follows a safer recruitment process. The appointment to this post will be subject to suitable references and an Enhanced Disclosure and Barring Service check. The school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.