



Part time Teacher of Drama - Maternity Cover

Job Description and Department Information

The Department

In the first year of drama at Prior's Field girls are offered a broad range of experiences in both theatre skills and in the skills of collaboration and communication. Lessons, taught by two specialist teaching staff, are geared towards assessing individual talents and strengths whilst providing learning opportunities for all interests and levels of skill.

One 55 minute Drama lesson is taught each week at KS3. At GCSE and A Level the Edexcel course is taught.

There are currently 3 productions a year; participation in the Schools' Shakespeare Festival, the senior school production in November and the lower school production in the summer term. In addition, girls have the chance to take part in the annual House Drama Competition, led by senior pupils.

Co-curricular Drama

A large number of girls enjoy LAMDA lessons, including Bronze, Silver and Gold medal classes. We have LAMDA specialist teachers on site each week. In addition, we offer the RADA certificate which is a two hour commitment each week. A small number of Drama Scholars take up this opportunity each year.

First and second form girls have their own clubs which are always popular. Many of them work towards the Schools' Shakespeare Festival.

Two major annual productions involve large numbers of girls either on stage or backstage. Wherever possible we open our performances to local schools and collaborate with other departments, adding a different dimension to the experience of performance. The Drama department has a particularly close working relationship with the Music department.

Rehearsals for the senior production in the Autumn Term and for the junior production in the Summer Term take place after school and occasionally at weekends. Recent productions have included Oliver, Julius Caesar, A Right Royal Affair and the Wizard of Oz. We are currently working towards a production of Les Miserables and will perform Macbeth at this year's Schools' Shakespeare Festival.

Prior's Field girls are regularly successful in local drama festivals and competitions with a number involved in local and professional productions at any one time. Some have performed in the West End while others have gone on to study at RADA. Our excellent Drama Studio and theatre provision support a wealth of talent.

The Spring term is when GCSE and AS/A2 students prepare their pieces for final practical examinations.

Our Drama scholars work hard throughout the year to support the profile of Drama at the school through involvement in Open Day initiatives and other public school events.

This role reports to the Head of Drama.

Responsibilities of this post:

- Running at least one subject specific club/activity
- Taking responsibility for the lower school drama production in the Summer term.
- Involvement in Departmental productions including practical assessments for examinations.
- Supervising an allocated part of the curriculum (KS3)
- Accompanying staff and pupils on trips to the theatre

Additional responsibilities of all teaching staff include:

- Supporting the ethos of a boarding school and working in accordance with the school's aims and policies.
- Maintaining good order and discipline among pupils, safeguarding their health and safety at all times when they are the responsibility of the school.
- Sharing responsibility for excellent pastoral care to which the school gives a high priority.
- Maintaining high standards of time keeping, attending assemblies, playing an active role in the life of the school, including the co-curricular activities programme, supporting school functions and attending year group social events, where appropriate.
- Carrying out supervisory and general duties as reasonably required, upholding good standards of behaviour and punctuality among pupils.
- Participating in meetings as required.
- Preparing and teaching lessons in accordance with agreed departmental and school schemes of work and teaching strategies; making sure that lessons are well organised and at an appropriate level; preparing planning schedules and resources to enthuse students in their learning.
- Knowing and adhering to all school and departmental policies.
- Setting and marking work regularly, including homework, according to school policy

and in a style agreed within the department; encouraging consolidation and providing opportunities for independent study through digital learning.

- Assessing, recording and reporting on the development, progress and attainment of pupils in accordance with departmental and school policies.
- Undertaking duties as a Form Teacher.
- Participating in arrangements for preparing and assessing pupils' work for public examinations.
- Contributing to the formulation and revision of departmental schemes of work, teaching resources, assessment materials and developing new courses.
- Contributing to the Department Development Plan and Budget by assisting in identifying key priorities for development.
- Keeping up to date with current and future developments within the subject, and attending courses and other relevant meetings as directed by the Heads of Department.
- On taking up a new appointment, participating in the school's programme of induction and review of new staff.
- Contributing to the development of ICT within the department.
- Contributing to the development of co-curricular activities.
- Participating in the school's annual appraisal programme.
- Participating in arrangements for staff development and INSET.
- Participating in administrative and organisational tasks related to all the above, including management and supervision of all ancillary staff when appropriate.
- Attending all required school functions, as directed by the Head: staff meetings, Parents' Evenings, homework duty, Open Days, Options Information Evenings etc. and preparing exhibits, demonstrations as required.
- Undertaking any other duties deemed appropriate by the Head within the context of the school ethos and the teaching programme.

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Prior's Field School Priorsfield Road Godalming Surrey GU7 2RH

t: 01483 810551 w: www.priorsfieldschool.com

We are committed to safeguarding and promoting the welfare of children, young people and adults and expect all staff to share this commitment. This post will be subject to an enhanced DBS check.

Registered Charity No: 312038