



HEREFORD
CATHEDRAL
SCHOOL



Teacher of Drama/Head of Drama (Maternity Cover)

Candidate Information Booklet

Thank you for your interest in the position of Teacher of Drama/Head of Drama at Hereford Cathedral School. I hope that this information booklet will help provide you with some insight into our Cathedral School, Hereford city, and the outstanding county in which we are privileged to be located.

From our three year-olds in Nursery to our 18 year-olds in the Sixth Form, we seek to meet the specific needs of every pupil – providing stretch and challenge in the classroom and a wide variety of opportunities to develop individual interests, skills and self-esteem.

Alongside our small class sizes, excellent results and the outstanding range of opportunities on offer, we feel that our greatest strength lies in our friendly, family, inclusive ethos, encouraged by excellent staff pupil relations and a highly supportive parent body. It is this ethos, widely recognised as a special characteristic of the school, which enables pupils, young and old, to excel both in and out of the classroom.

The school is one of the UK's leading independent co-educational day and boarding schools. We also benefit from the finest of settings, adjacent to a beautiful Cathedral and within a stone's throw of the thriving city centre.

This is an exciting time in the development of the school and the Teacher of Drama will play their part in helping the school provide a lively, enriching and relevant curriculum. Details of the position, and the qualities that we seek in the successful applicant, are included in the job description.

I hope that the information provided in this pack gives you a sense of what to expect at Hereford Cathedral School and helps you to decide whether this is the right post for you. Please feel free to contact me directly if you have any further questions.



Paul Smith,
Headmaster

"Justifiably growing more self-assured, a school with a great deal to offer and an ethos of careful, thoughtful, nurture. Much to impress, with truly outstanding arts and music, a wide curriculum, a great sense of community service and genuine commitment to developing courage, confidence and a sense of adventure in even the quietest child."

The Good Schools Guide Review 2013 of Hereford Cathedral School

Aims, Ethos & Vision

We provide boys and girls aged 3 to 18 with an excellent standard of teaching and individual care, offering them a broad range of opportunities to develop every aspect of their potential. The Hereford Cathedral School culture produces well-balanced, confident and considerate young adults ready for the wider world.

We seek:

- To meet pupils' academic and personal needs and to promote the acquisition of moral values.
- To provide an environment in which pupils feel valued and learn to work co-operatively in a community.
- To provide a balanced, appropriate and challenging curriculum and a wide range of extra-curricular opportunities.
- To encourage pupils to achieve their academic potential and to foster a climate in which teaching and learning of high quality are given central priority.
- To ensure a high degree, within and outside the formal pastoral structure, of personal care, support and guidance.
- To respond to pupils' aspirations and to be attentive to those of parents, and to their views.

As part of an ancient Cathedral foundation, and as a Choir School, which has the privilege of a Cathedral as its chapel, we are a Christian School in the Anglican tradition, although we welcome and value those of other denominations and faiths. Each pupil is encouraged to consider seriously and openly the Christian tradition within which the School is founded.

We place great value on maintaining close, constructive communication with parents and seek to establish the education of each pupil as a joint endeavour. While the academic development of each pupil is a central objective of both the school and the parent body, we seek, through example and ethos, to prepare our pupils for life beyond school by developing certain qualities and values. These include: self-discipline, diligence, acceptance of responsibility and challenge, regard for proper authority, honesty, courtesy, fairness, trustworthiness, loyalty, and sensitivity to the needs and views of others, courage, and the capacity to look to the future.

Our aim is to fulfil our charitable status through service to the local community by support for Cathedral choristers, charitable fundraising, the loan of buildings and other services to the community. Through competitive fee levels and the award of choristerships, scholarships, and bursaries, the pupil body reflects a wide cross-section of the local population.

A Brief History

Hereford Cathedral School is amongst the oldest schools in the United Kingdom and is thought to have been founded as a song school attached to Hereford Cathedral in Anglo-Saxon times. The first written reference of the School dates back to Bishop Gilbert's letter of 26th December 1384 appointing Richard of Cornwall as Headmaster.

The Junior School (formerly Hereford Cathedral Preparatory School) is also equally rich in history and was founded in 1898, moving to its current location in 1925.



Life at the School

We are very much a family school, catering for pupils from age 3 to 18. Many of our pupils have siblings at the school, and in some cases their parents were here too. Pupils and parents are very loyal and supportive of 'their' school. We have a reputation for outstanding pastoral care and as a result pupils are remarkably tolerant and understanding of one another. It is important to us that every child is valued within our community. Good academic results are not enough: we seek to provide young people with the necessary skills and self-confidence to become well rounded, balanced adults who will make a positive contribution to those around them.



As a Cathedral School we expect pupils and staff to be sympathetic to our Christian ethos, although we welcome and value those of other faiths too.

"The children, from the nursery class eagerly talking about their book choices in the school library, to the reception children, busy with puzzles and problem solving, to Year 4s enthusiastically reciting poetry, are the best possible advertisement for the school. Each child we spent time with was friendly, relaxed, happy and engaged. Bouncing about full of things to talk about. You can pretty much hear their little brains fizzing. A delightful place to start exploring life's possibilities."

The Good Schools Guide Review 2013 of Hereford Cathedral Junior School

The Curriculum

Our curriculum is well planned, wide ranging and enriching. Its balance and focus on individual development, helps us to stimulate an enquiring mind, establishing key skills and a wealth of experience in our pupils that will be of great benefit to them for the future.

Whole School A Level Results: (of all grades)

	% A* grade	% A*/A grades	% A*-B grades	% A*-C grades
2018	17	50	71	90
2017	25	49	70	90
2016	16	45	73	87
2015	23	55	80	93
2014	19	48	76	93

Whole School GCSE Results: (of all grades)

	% A* grade (9/8)	% A*/A grades (9-7)	% A*-B (9-6) grades	% A*-C grades
2018	34	53	72	94
2017	22	55	82	95
2016	28.2	56.7	81	95
2015	35.3	58.3	77.3	87.2
2014	32	59	82	94

"Pupils' success is the result of teaching of high quality within a broad and interesting curriculum, which includes many trips and talks from visitors, as well as the provision of a wide range of extra-curricular activities."

ISI Integrated Inspection 2014 of Hereford Cathedral Junior School

Drama at Hereford Cathedral School

Hereford Cathedral School pupils are intelligent, good-humoured and creative.

The Drama Department consists of one full-time member of staff who is supported at various times by members of the English, Classics and History Departments. We are fortunate to be housed in the well-equipped Powell Theatre, complete with a black-box studio, lighting rig, costume cupboard and prop storage space.

In Years 7-9 drama is taught to all pupils who respond positively and enthusiastically to both the improvisation and script work that we do. At GCSE the subject is a popular option and pupils follow the AQA Drama course; results are strong. At A-level a small number of committed students excel at the AQA Drama & Theatre specification.

Beyond the curriculum, there is a thriving extra-curricular programme, with up to four performances a year for pupils of all ages. All Year 7 pupils are involved in performances to parents; these have included Greek Myths, Shakespeare and a celebration of the Queen's lifetime. Drama Club is a popular activity for pupils in Years 7 and 8 who have staged a variety of plays in recent years including The Canterbury Tales, Dark River and a number of musicals.

In Years 9 and 10 pupils have performed productions such as DNA, Totally Over You, Too Fast and Sparkleshark at the Herefordshire Festival.

In recent years senior students have performed Private Peaceful, The Crucible, As You Like It, Macbeth and The Beggar's Opera. In 2016 the production of Fiddler on the Roof was staged at the city's theatre, The Courtyard, thrilling a full house each night:

Hereford Times.com/news/ Hereford Cathedral School's Fiddler on the Roof

This was followed by an outstanding production of Oliver! in 2019 which also received excellent reviews:

www.herefordtimes.com/news/Hereford Cathedral School's Oliver!

A large number of pupils across the school enjoy Speech & Drama lessons, and in the most recent session all our pupils gained either a Merit or Distinction in the LAMDA exams.

The Drama Department supports other departments such as Classics and English in staging performances, while the Powell Theatre is used as a school-wide resource to accommodate lectures and presentations, as well as a community resource for local amateur groups.

Inspired by their experience of the subject with us, lately our pupils have gone on to attend drama schools such as Bristol Old Vic and the Royal Welsh College, while others have pursued Drama at universities such as Warwick, Bristol, Royal Holloway and Birmingham. A number of Old Herefordians are working in the film and theatre industries internationally, including one at the RSC and another with Walt Disney.

Extra-Curricular Activities

We understand that a well-rounded education is about more than what happens in the classroom or on the sports field, and that's why we offer and encourage our pupils to participate in a wide variety of outstanding extra-curricular opportunities. As a choir school, music forms a pivotal role in all that we do, and the school has a national reputation for choral music. Other opportunities include CCF, Debating, Drama, Duke of Edinburgh's Award Scheme, Young Enterprise and a host of clubs and societies. There are also plenty of opportunities for pupils to participate in trips and tours - from trekking in Nepal, and skiing in Austria to Conservation Biology in Mexico.

We believe that providing such opportunities helps to develop self-esteem, and encourages important life skills such as leadership, teamwork, commitment and determination, as well as cultivating a sense of duty, and understanding of others. What happens outside the classroom also has a positive spin-off in lesson time, helping to engender an ethos of mutual respect between teachers and pupils.

"Extracurricular clubs in just about everything. Definitely a school where all interests are catered for."

The Good Schools Guide Review 2013 of Hereford Cathedral School

ISI Integrated Inspection 2014

Main Findings	ISI Grading: HCS	ISI Grading: HCJS
The quality of academic and other achievements and learning:		
- The quality of the pupils' achievements and learning	Excellent	Excellent
- The contribution of curricular and extra-curricular provision	Excellent	Excellent
- The contribution of teaching	Excellent	Excellent
The quality of the pupils' personal development:		
- The spiritual, moral, social and cultural development of the pupils	Excellent	Excellent
- The contribution of arrangements for pastoral care	Excellent	Excellent
- The contribution of arrangements for welfare, health and safety	Excellent	Excellent
The effectiveness of governance, leadership and management:		
- The quality of governance	Excellent	Excellent
- The quality of leadership and management, including links with parents, carers.	Excellent	Excellent

HCS: Hereford Cathedral School / HCJS: Hereford Cathedral Junior School

ISI use a four point grading scale when making judgements of quality, these are 'Excellent', 'Good', 'Sound' or 'Unsatisfactory'.

"Staff know the pupils well and create a happy, friendly atmosphere, in which the pupils feel safe, secure and supported. They provide a high standard of help, guidance and monitoring, valued by the pupils and parents."

ISI Integrated Inspection 2014 of Hereford Cathedral School

A cosmopolitan city, culture and a taste of tranquil countryside

As a school we are fortunate to enjoy a position at the very heart of a fine cathedral city, at the centre of one of England's least spoiled counties.

Hereford and the county beyond - with a range of housing to suit all tastes and price brackets, and ready access to beautiful countryside - affords an enviable quality of life. The River Wye flows past our doorstep through the city down to the Forest of Dean, while the Brecon Beacons, the Malvern Hills, Hay-on-Wye, with its internationally-acclaimed literary festival, and Ludlow, famous for its food festival, are all within easy commuting distance.

Hereford itself also offers a wide-range of

independent eateries, great places to eat and drink; a new Odeon and a great shopping centre. Commuting is easy with great transport links to London, Birmingham and Cardiff.

A city renowned for its wonderful music, Hereford was also home to the composer Elgar for a significant period in his life. The cathedral and school play host to the Three Choirs Festival every three years, and everyday choral music of the very highest standard can be enjoyed at Evensong. For those with a more eclectic taste, the county is home to a host of talented musicians who regularly perform at venues and festivals across the region. It is little wonder that many people who have visited Hereford on holiday choose to settle in the area permanently.



www.visitherefordshire.co.uk

House Prices in Hereford (taken from www.rightmove.co.uk, 09.07.19)

Last year most property sales in Hereford involved semi-detached properties which sold for on average £218,111. Terraced properties sold for an average price of £176,973, while detached properties fetched £304,668.

Hereford, with an overall average price of £218,413, was similar in terms of sold prices to nearby Credenhill (£228,475), but was cheaper than Lugwardine (£351,079) and Fownhope (£306,531).

During the last year, sold prices in Hereford were 4% up on the previous year and 12% up on 2016 when the average house price was £194,349.

"Pupils are an absolute delight – very supportive of one another, articulate and appreciative. Comfortable in their own skin, but not full of themselves. Extremely positive about the School and proud of their achievements, but no trace of entitlement or arrogance – if they are a little on the quiet side one gets the impression that this is the result of not having to shout in order to be heard."

The Good Schools Guide Review 2013 of Hereford Cathedral School

Quick Facts:

Hereford Cathedral Junior School (Head of Junior School: Mr Chris Wright)

28 Castle Street, Hereford HR1 2NW

Tel: 01432 363511, Email: enquiry@herefordcs.com, Website: www.herefordcs.com

Type: Day/Co-Education

Age Range: 3 to 11 years

Roll: 201 pupils

Fees: £2,703 to £3,544 per term

Inspection: ISI – Excellent in all areas (2014)

Affiliation: IAPS

Hereford Cathedral School (Headmaster: Mr Paul Smith)

Old Deanery, The Cathedral Close, Hereford HR1 2NG

Tel: 01432 363522, Email: schoolsec@herefordcs.com, Website: www.herefordcs.com

Type: Co-Education

Age Range: 11 to 18 years

Roll: 504 pupils

Fees: £4,720 per term

Inspection: ISI – Excellent in all areas (2014)

Affiliation: HMC, CSA

"Parents are overwhelmingly positive and supportive of the School, and are very happy with the education their children receive."

ISI Integrated Inspection 2014 of Hereford Cathedral School

The Role: Teacher of Drama / Head of Drama

January 2020 (Maternity cover)

Location: Hereford Description: Full time, fixed term contract

Hereford Cathedral School seeks to appoint a full-time teacher of Drama from January 2020. The successful candidate will be expected to lead the school's thriving extra-curricular programme of Drama, in addition to the curriculum teaching of the subject across the age range, from Year 7 to GCSE and A-level.

Essential qualities are first-rate interpersonal skills, energy, vision, high expectations and the ability to work well and communicate effectively with pupils, colleagues and parents.

In addition to curriculum teaching, the successful candidate will be asked to contribute fully to the pastoral and wider life of the school.

An application form and information pack may be downloaded from the school website www.herefordcs.com/job-vacancies.

Completed applications should be accompanied by a covering letter and sent to Mrs Cath Knowles, Hereford Cathedral School, Old Deanery, The Cathedral Close, Hereford HR1 2NG or to c.knowles@herefordcs

The deadline for applications is **Monday 2nd September 2019**.

The School is committed to safeguarding and promoting the welfare of children and young people and expects all members of staff and volunteers to share this commitment. Appointments are subject to DBS clearance, satisfactory employment references and pre-employment checks.

Registered in Cardiff No 2081261 (Limited by Guarantee)

Registered Charity No 518889

We reserve the right to withdraw this advertisement at any time

Job Description: Teacher of Drama / Head of Drama

Post Title	Teacher of Drama (Head of Department, based on experience) The Old Deanery, Cathedral Close, Hereford HR1 2NG
Salary	Competitive
Hours/Weeks	This is a full time position, fixed term contract (Maternity Cover)

Purpose of this Job Description:

Hereford Cathedral School considers this document as a “snapshot” of the job and the tasks listed are not an exhaustive list. It aims to provide a clear guide at the time of writing to all that is involved about the requirements of the job. It will also be used to communicate expectations about performance and will be used to monitor effective performance.

The job description which follows is not exhaustive and may, occasionally, be reasonably amended by the Headmaster:

The Organisation

Hereford Cathedral School is one of the UK's leading independent co-educational day schools. Providing boys and girls aged 3 to 18 with an excellent standard of teaching and individual care, offering them a broad range of opportunities to develop every aspect of their potential. The Hereford Cathedral School culture produces well-balanced, confident and considerate young adults ready for the wider world. We also benefit from one of the finest settings, adjacent to the beautiful Cathedral. We enjoy an air of tranquillity within a stone's throw of the thriving city centre.

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Reporting Lines:

The post holder reports to the Deputy Head Academic.

Accountabilities:

1. To lead the drama department, depending on experience.
2. To contribute to the drama department by carrying out the professional duties of a teacher.
3. Manage the drama department's academic budget.

Responsibilities:

1. Lead teacher of drama. Leadership of the department, depending on experience.
2. To teach drama and deliver an inspiring, challenging and balanced curriculum to students that supports the subject areas.
3. To assess, record and report on the development, progress and attainment of pupils.
4. To liaise with the Academic Deputy to ensure a coherent programme of study for pupils.
5. To maintain good standards of behaviour amongst students, both when they are on School premises and when they are engaged in authorised School activities elsewhere.
6. To lead the development of the department and contribute to the departmental and overall School aims and objectives.
7. To take part in the School's professional development programme and take responsibility for own continuous professional development (CPD). Actively seeks to reflect on and enhance own practice.
8. To maintain appropriate records and provide relevant and accurate information for information systems to ensure that all records are up-to-date.
9. Undertake whole school duties as outlined annually.
10. To support through involvement the School's extra-curricular activities.
11. Safeguard and promote the general well-being of pupils and to be a role model for pupils at all times.

Safeguarding and Protection of Children and Young Persons

In accordance with the Children's Act 1989, on appointment post holders will be required to commit to their responsibilities with regards to safeguarding. In addition offers of appointment will be subject to an Enhanced criminal record check from the Disclosure and Barring Service (DBS).

These checks will highlight cautions, reprimands and final warnings as well as any convictions. The post holder must not have any spent or unspent convictions that would prevent working with children.

Staff must inform the school if they are subject to criminal investigations or convicted while in the employment of the School.

Health and Safety:

As an employee you are expected to:

1. to take reasonable care of your own health and safety
2. to take reasonable care not to put other people - fellow employees and members of the public - at risk by what you do or don't do in the course of your work
3. to co-operate with your employer, making sure you get proper training and you understand and follow the company's health and safety policies
4. not to interfere with or misuse anything that's been provided for your health, safety or welfare
5. to report any injuries, strains or illnesses you suffer as a result of doing your job
6. to tell your employer if something happens that might affect your ability to work (e.g. becoming pregnant or suffering an injury)
7. if you drive or operate machinery, to tell your employer if you take medication that makes you drowsy

Particular H&S issues for this post are:

Managing the lighting rig and other technical equipment in the Powell Theatre.

	Person Specification	
	Essential Criteria	Desirable Criteria
Qualification	<p>Degree level qualification.</p> <p>Evidence of involvement in relevant CPD.</p>	<p>Masters degree or above .</p> <p>Qualified Teacher Status.</p> <p>Other relevant professional qualifications.</p>
Experience and Knowledge	<p>Excellent knowledge and understanding of the curriculum and a passion for the subject.</p> <p>Knowledge and experience of lesson planning, use of resources and assessment.</p> <p>Understanding of the theory and practice of effective teaching.</p> <p>Successful teaching at secondary/sixth form level (can be teaching practice).</p> <p>Knowledge of Safeguarding and Child Protection of Young People.</p>	<p>Experience of creating a positive learning environment for pupils.</p> <p>Development of schemes of work.</p> <p>Worked effectively as a form tutor.</p>
Skills/Abilities	<p>Build and maintain effective relationships through effective interpersonal skills.</p> <p>Strong organisational and administrative skills.</p> <p>Excellent communication skills.</p> <p>Inspire, challenge, motivate and empower others.</p> <p>Think creatively to anticipate and solve problems.</p> <p>Inclusive approach to education.</p> <p>Ability to manage own time effectively.</p> <p>Takes responsibility for own professional development and sees the value of CPD.</p> <p>Good IT knowledge in Microsoft Office applications to include Word, PowerPoint, Excel.</p>	<p>Motivate and inspire confidence in pupils, staff, parents, governors and the wider community in order to further develop and promote the school.</p> <p>Ability to deliver feedback effectively.</p> <p>Able to contribute to the School's extra-curricular activities programme e.g. coach a sports team, CCF, DofE.</p>

Aptitude	<p>Naturally demonstrates a 'can do' helpful attitude.</p> <p>Work under pressure, maintaining a sense of perspective and humour.</p> <p>Reliability and integrity.</p> <p>Resilience and tenacity.</p> <p>Commitment, honesty and dedication.</p> <p>Shares the School's values and vision and committed to the School's vision for learning experience and outcomes for pupils.</p>	
Circumstances	<p>Able to work flexibly, some earlier starts, evenings and weekends will be required.</p> <p>A strong commitment to support the School's extra-curricular activities programme.</p>	
Safeguarding Children, Young People and Vulnerable Adults	<p>Understands their role in the context of safeguarding children, young people and vulnerable adults.</p> <p>Ability to form and maintain appropriate relationships and personal boundaries with children and young people.</p>	
Equal Opportunities	<p>Understanding of the requirements of Equality and Diversity.</p>	