



Rye St Antony
O X F O R D



Part-Time Teacher of Drama
Academic Year 2021—2022

Dear Candidate

Welcome to Rye! We are a flourishing school in the heart of Oxford, welcoming pupils from Nursery through to Sixth Form on one site. For the academic year September 2021 until July 2022 we are looking for a dynamic and enthusiastic part-time Teacher of Drama to teach from Year 6 through to Year 13. As part of the English and Drama department, the Teacher of Drama will be passionate about sharing their love of Drama with pupils both through lessons and the organisation of a busy extra-curricular programme including whole school productions.

Drama plays an important role in our school community and pupils thrive in the range of opportunities they are afforded. Creative Arts are increasingly popular, and we are committed to the continued development of these subjects. Our Performing Arts Centre provides the perfect space for teaching and enabling pupils to develop their skills and talents.

We are renowned as a school for our strong pastoral care, and we pride ourselves on our nurturing approach to learning and the wellbeing of all pupils. Our approach centres on the individual child and their learning and wellbeing needs, so that every child is supported and challenged to be the very best version of themselves. This is not just in the classroom, but in the wider school community and through the strong enrichment programme that we offer. We believe that children should be empowered to be the best they can, and that positive wellbeing leads to excellent academic success. Simply put; be well, do well.

If you enjoy making a difference in people's lives, and are passionate about the wellbeing of young people, you will relish this role. We pride ourselves on our knowledge of the individual so that strong relationships can be built with pupils and their parents.

I look forward to welcoming you in person to Rye and introducing you to our thriving school.

Best wishes

A handwritten signature in black ink, appearing to read 'Joanne Croft', written in a cursive style.

Miss Joanne Croft

Head

Aims of the School

At the heart of our aims is the individual pupil and the development of their own talents and interests throughout their school career. In our stimulating and nurturing environment, pupils are happy, reflective and curious learners, who develop an intellectual curiosity and knowledge as well as a love of learning. They discover their talents, build aspirations and fulfil their lifelong potential in the school and wider community, leading them into a responsible and rewarding life. Each of our pupils leaves Rye as a unique individual who is sure of themselves, confident in their ability, and as the young person *they* want to be.

We aim to:

- Deliver a stimulating and inspiring academic education which develops a love for learning and intellectual curiosity.
- Develop each pupil's talents and gifts through an aspirational education that promotes creativity, team work and builds life-long skills.
- Acknowledge and develop each pupil's talents so that they recognise their own sense of worth, their vocation, their aptitudes and talents, so that they become unique, confident, curious and valued individuals.
- Challenge pupils to be aspirational in their thinking and approach, and to push themselves to achieve their best, thus creating resilient and confident individuals.
- Provide a strong moral and spiritual framework based on the values of respect, kindness, integrity and justice.
- Recognise and foster an environment of love, hope and joy based on Gospel values in which individuals are cherished and genuine relationships are nurtured.
- Nurture and instil a sense of responsibility towards others in the wider community; locally nationally and internationally, through charity and service.



History of Rye

Rye St Antony School was founded in 1930 by Miss Elizabeth Rendall and Miss Ivy King who were inspired to start a lay-Catholic school after a visit to Rye in Sussex. Their foundations of a school which welcomes and inspires all has left a strong legacy that we continue to build on today. Situated on a 12-acre site at the top of Headington Hill in Oxford, our community benefits from the green space and room to play that our site provides.

As a day and boarding community there has always been a vibrancy around the school site and a family feel to life at the weekends.

In 2021 Rye is celebrating its 90th anniversary, and building a stronger and brighter vision for the future based on the original foundations of Miss King and Miss Rendall.

Catholic Christian Life

‘Who do you want to be? Who has God made you to be?’

Our mission is to empower every young person to be ambitious in their vocation, curious in their learning and discover their individual talents made in the image and likeness of God.

We believe that every child has God given talents that it is our role to nurture, discover and encourage so that they can be the very best version of themselves. We welcome pupils of all faiths and none and enjoy taking them on a discovery of the importance of core values such as respect, dignity and tolerance. These Christian values underpin the Catholic ethos of our school and make it a vibrant and strong community.

All pupils are involved with charity work whether by raising money for different organisations voted for by their Houses, or by acts of charity that the school leads. In the last three years we have raised over £20,000 for causes close to the community and have made a real difference to the lives of many.



Curriculum

We have developed a forward-thinking and dynamic approach to teaching and learning called the *Rye Way*, which builds pupils' curiosity in learning and skill development. We challenge our pupils in their learning, whether inside or outside the classroom, and enjoy seeing the excellent progress that they make. We have a broad and ambitious curriculum which challenges the most able and supports those who need it.

In the Sixth Form we offer a range of qualifications including A Levels, Extended Project Qualification, BTEC and Leiths Professional Food and Wine Qualification.

As a broadly-selective school, our community reflects the working world and successfully prepares our pupils for their futures. We offer stretch and challenge to the most able who go on to achieve straight As at A Level and move onto first-class universities in the UK and beyond. For other pupils who have English as an Additional Language, or who need additional support, we provide an adapted curriculum and support from our Learning Development Team.

Pastoral Care

We pride ourselves on knowing our pupils and their families so that we can work closely with them. We have a team of trained pastoral leads including Form Tutors, Chaplain, School Nurse and School Counsellor who offer additional support and care to ensure that every child is looked after throughout their school career. We believe that our renowned pastoral care is essential to enabling all pupils to achieve their best academic results.

We are committed to providing a safe and nurturing school environment and place importance on mental and physical wellbeing. We provide scope for pupils to develop their own sense of self, and have strong links with external bodies who offer additional support when needed. Throughout our school we believe that if we look after both physical and mental wellbeing, our pupils and staff will achieve more. Our idea is simply, Be Well, Do Well.

Enrichment

As a community, we believe in going above and beyond in order to give, and get the best for our pupils. We offer a wide range of activities in and after the school day, and all staff are expected to contribute to the enrichment programme by running two clubs a year.

There are many visits locally and internationally - our pupils have visited the volcanoes of Sicily, rainforests of Mexico, choirs and churches of Venice, and the rivers of the Ardèche in France. We are always looking for new ideas and would be excited to hear what you can offer.



The Post

We are seeking to appoint a part-time Teacher of Drama (approximately 0.7) to our thriving all-through school community. The post is initially for a fixed term of one academic year.

Our school has a strong Christian Catholic ethos which puts the development of children's talents at the centre of all we do, and we are looking for a teacher who enjoys helping pupils to develop their potential in and out of the classroom. The successful candidate will be passionate about their subject area, sharing this with pupils in lessons, and through the organisation of a busy extra-curricular programme including whole-school productions and the recently established inter-house drama competition. Throughout each school year, Drama staff, often with colleagues from other departments, arrange theatre visits to local theatres and further afield, in particular to Stratford and London, and visiting theatre groups are frequently invited to bring workshops and performances to Rye.

In our 90th year of educating the individual at Rye, we are continuing to build a diverse, enthusiastic, and highly supportive community of teachers with a commitment to academic excellence. Our school is made up of academic staff who are fully committed to the teaching process and who want to make a real difference to children's lives. Every teacher has both academic and pastoral responsibilities and will be expected to contribute actively to the extra-curricular programme. We are fully committed to the professional development of all members of our school community.

The successful candidate will be able to teach classes in the Senior School to GCSE and A Level. The Teacher of Drama is accountable to the Head of English and Drama.

Teaching and learning

- Teaching Drama as a main curriculum subject for pupils in Key Stage 3, with the possibility of work with younger pupils if needed, following schemes of work currently used by the department, and helping with the development of these schemes of work.
- Planning, developing and implementing the main drama curriculum throughout the senior school and the extra-curricular drama programme.
- Teaching GCSE Drama and Theatre Studies according to the AQA specification. This work includes preparation for the written examination and guiding pupils through practical assessments which are performed to an audience of friends and family two or three times a year, and taking part in moderation and examination procedures as necessary.
- Teaching A Level Drama according to the AQA specification.
- Organising or overseeing arrangements for senior school productions.
- Liaising with Prep School staff in relation to prep School productions as required.
- Organising and accompanying visits to plays and other external productions.
- Overseeing the teaching of Speech and Drama according to LAMDA requirements by an external teacher and overseeing the administration and management of the examination day.
- Liaising with the Music department with regard to the use of rooms and resources within the performing arts area.
- Developing the department's use of technology

- Promoting excellence in teaching and learning, embedding The Rye Way in all lessons, and ensuring that pupils develop their potential, are ambitious in their learning, and are equipped for life beyond school.
- Exemplifying in own practice outstanding skills of teaching and learning which enable pupils to make excellent progress and further build on the culture of success.
- Monitoring pupils' work, tracking and analysing pupil progress to ensure high levels of attainment for all pupils.
- Ensuring that schemes of work are followed, reviewed, and modified to enable the development of high standards of teaching and learning.
- Keeping up to date with developments in teaching Drama to ensure that best practice is adopted within teaching.
- Initiating and leading opportunities to develop pupil progress outside lessons.
- Contributing to the broader life of the school by supporting and leading curricular and extra-curricular events such as activity days.
- Ensuring the safety of pupils at all times when working in the Drama studios and working with the Bursar who is responsible for Health and Safety to develop safe practices.
- Preparing written reports and data for Snapshots for all pupils in line with the school's assessment policy and writing other reports as required.
- Attending weekly departmental meetings.

Pastoral

All teaching staff undertake a pastoral role in the school whether as Form Tutor, Head of House, or Auxiliary Tutor. All teachers are responsible for:

- The use of the Development/Form Time including registration and administration.
- Maintaining an up-to-date working knowledge of safeguarding practices and reporting all concerns through the appropriate channels in school and locally.
- Attending assemblies with the form group and overseeing the organisation of the form assembly.
- Participating in the school's assembly rota and delivering assemblies that uphold the school's Christian and Catholic values.
- Co-ordinating information on the academic, extra-curricular, and pastoral programme of pupils in their care, and liaising with subject teachers, Heads of Department, the Chaplain, Activities Co-ordinator and Senior Leads as appropriate, keeping records and ensuring the central pupil files are always up to date.
- Encouraging the engagement of pupils in the Activities Programme and supporting the Activities Co-ordinator in the uptake of this.
- Attending Parents' Meetings, arranging individual meetings with parents as necessary, and putting records of individual meetings on the central pupil files.
- Attending Tutor Meetings as appropriate with the Deputy Heads or Prep School Leads.
- The condition of the form and or teaching room and appropriate displays in it.

Marketing and external links, including public occasions

All staff are expected to contribute to the positive promotion and marketing of the school in the local and wider community, where possible, by:

- Actively participating in educational outreach and promoting the key stage, phase, or department within the school community, to encourage pupils' interest in the subject area or school.
- Promoting the whole school in a variety of different contexts, including attending marketing events where appropriate, and in interactions with parents and prospective parents and pupils.

Whole School

All staff share responsibility for the good running of the school by:

- Setting an excellent example to all pupils and maintaining high professional standards at all times.
- Maintaining and promoting the reputation of the school and its Christian Catholic ethos.
- Understanding and demonstrating an active commitment to the safeguarding of pupils and staff through adherence to and development of policy and practice.
- Providing cover for absent colleagues.
- Participating actively in the rota of duties.
- Maintaining high standards of pupil behaviour and discipline at all times.
- Invigilating internal and public examinations as appropriate.
- Setting, marking and invigilating Entrance Exams, meeting with prospective and current parents to promote the school and discuss the curriculum and approach to learning.

Extra-Curricular Activities

All staff play an active role in extra-curricular activities and are responsible for:

- Leading two clubs a year.
- The administration of the activity including co-ordination of dates with the Deputy Heads.
- Ensuring that all safety requirements are met, and proper procedures are followed in conjunction with the EVC Co-ordinator and the Bursar.
- Ensuring that all pupils are able to contribute to and benefit from the activity.

It should be noted that the above list of duties is not an exhaustive statement of the responsibilities of the post. It is intended to give an overall view of the position and should be taken as guidance only. The post holder may be required to undertake any other reasonable task requested by the Head for a teacher which falls within his or her capabilities and which are in accordance with the usual practice of a independent boarding and day school.

Person specification

Essential

- excellent academic credentials
- a highly successful teacher
- understanding of and support for the Christian and Catholic ethos of the school
- strong interpersonal skills
- diplomatic and patient
- well organised, efficient and able to manage competing priorities
- collaborative, reliable and resilient
- a willingness to contribute to the wider needs of the school community
- highly effective communication skills, in person and in writing
- integrity and discretion
- inspiring confidence in others

Pay and benefits

Salary will be on the Rye Scale, according to experience.

All teachers are invited to join the Teachers' Pension Scheme.

All teachers are offered membership of the Westfield Health health cash plan.

All salaried staff, full or part-time, are entitled to a fee remission, 50% for full-time staff and pro rata for part-time staff.

There is car parking on site, and the School is easily accessible by bus.

Subject to the ending of Covid-19 restrictions, at specified times, staff may use the school's Fitness Suite, and during Trinity Term staff may use the swimming pool at the advertised times. Lunch for all staff is provided in the school dining room during term time, and refreshments are provided in the Staff Room at morning break and teatime, although all catering arrangements are subject to change in order to comply with Covid-19 restrictions.

How to apply

Applications (application form, accompanying letter and full curriculum vitae with contact details for two referees) should be addressed to the Head, Miss Joanne Croft, and sent by email to the Human Resources Manager, Ms Ellen Phelips (ephelips@ryestantony.co.uk; 01865 229227).

For an application form, please contact Ellen Phelips (ephelips@ryestantony.co.uk) or visit the Staff Vacancies page on the school website. Applications will be accepted only from candidates who have completed the application form in full.

The closing date for applications is 12.00 noon on Tuesday 13 April 2021. Interviews will be held on Wednesday 21 April 2021.

Safeguarding

The School is committed to safeguarding and promoting the welfare of children and young people, and all staff and volunteers are expected to share this commitment. All applicants must be willing to undergo child protection screening including checks with past employers and the Disclosure and Barring Service.

The post is exempt from the Rehabilitation of Offenders Act 1974 (Amended), and therefore all relevant convictions, cautions and bind-overs, including those regarded as 'spent', must be declared. The amendments to the Exceptions Order 1975 (2013 and 2020) provide that certain spent convictions and cautions are 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Ministry of Justice website. Candidates must not have been disqualified from working with children, and must not be named on the Children's Barred List or be subject to any sanctions imposed by a regulatory body. Details of any convictions, cautions or bind-overs subject to disclosure must be passed to the Head before interview in a sealed envelope marked 'confidential'. An overseas criminal record check may also be required.

