



The Beacon

An independent day school for boys aged 4 to 13 years

Drama Teacher – Maternity Cover

Autumn Term 2019 (date TBC)

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Bucks HP6 5PF

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Email: headspa@beaconschool.co.uk

Website: www.beaconschool.co.uk

The School is committed to safeguarding and promoting the welfare of children. Applicants must be prepared to undergo appropriate child protection screening, including checks with past employers and the Disclosure and Barring Service.

***The Beacon is an equal opportunities employer.
Registered Charity number 309911.***

From Will Phelps, Headmaster



Dear Applicant

Thank you for your interest in the role of Drama Teacher at The Beacon acting as maternity cover.

The Beacon is a large independent prep school of over 530 boys aged between 4 and 13, set in on a 16 acre site near Amersham, Buckinghamshire, some 30 minutes from London by train/tube.

The school has superb facilities and resources that support a forward-looking educational environment, including a newly built 250 seat theatre, together with a separate Drama Studio for dedicated drama lessons.

We are incredibly proud of the breadth and standard of Performing Arts at our school, and, in order for that pride to be maintained, we are seeking someone with a proven track record to act as maternity cover in the team here. The exact date of the cover is yet to be confirmed, but will be the second half of the Autumn Term. The potential to live on site may also be available.

The Beacon has a wide diversity of events and activities that take place across the year and as a pivotal member of our team, you would play a key part in school life and an important role in promoting our school through productions and performances. More detail is contained in the Job Specification below.

To give you a flavour of life at The Beacon please take a look around our website www.beaconschool.co.uk.

You will find our Safeguarding and Child Protection Policy on the Vacancies page and other useful policies on the website too.

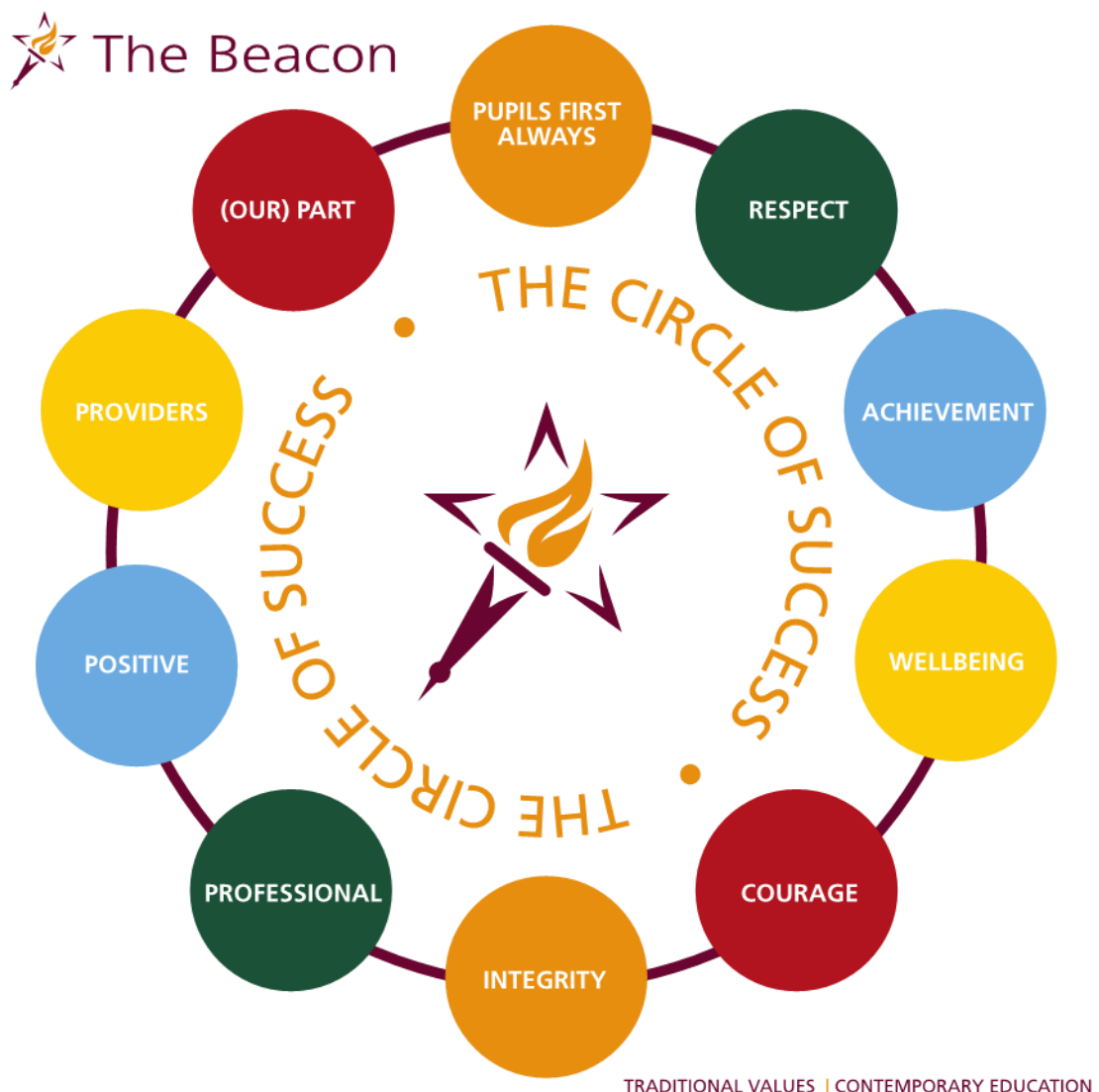
The Beacon is a remarkable school and we seek remarkable people. I look forward to hearing from you.

A handwritten signature in black ink, which appears to read 'Will Phelps'. The signature is stylized with a large, looped 'W' and 'P'.

Will Phelps - **Headmaster**

Professional Standards

The following is our 'circle of success'. It is this which makes The Beacon a special place to be educated and work at. All our staff live and breathe by the professional principles below. If these resonate with you, you would definitely enjoy working at our school.



The Role

JOB DESCRIPTION

Role: Drama Teacher

Reporting to: Head of Performing Arts

Job Purpose: To teach drama as well as lead the delivery of the drama provision for all age levels of boys at the school working closely with the Head of Performing Arts to continue to build upon the extensive and impressive performing arts offering at our school.

Responsibilities

- To work closely with the Head of Performing Arts to ensure that all departmental requirements are being met
- To assist in the development of appropriate syllabuses, resources, schemes of work and teaching strategies in the Subject Area and Department.
- To plan, prepare and deliver drama lessons throughout the school.
- To teach and inspire all our boys according to their educational needs and development potential
- To maintain accurate and up to date records, tracking the boys' progress and using information to inform teaching, learning and individual development.
- To report progress to parents at Parents' meetings and in written reports
- To contribute to the process of monitoring and evaluation of the subject area/department constantly seeking/implementing modification and improvement where required.
- To make full and productive use of resources (including IT)
- To assist with the co-ordination of LAMDA and scholarship preparation
- To enter the school/boys for drama competitions and exhibitions/festivals
- To collaborate with Music and English staff to provide an inspiring and broad range of performance opportunities for all boys (currently annually);
- To ensure creative and logistical delivery of (currently annual) sectional productions
- To deliver strong pastoral care in line with our school's ethos
- To keep the Head of Performing Arts informed of any issues concerning boys in your class

Other Responsibilities

- To attend INSET and other relevant training as required
- To attend staff meetings, speech day, Parents' Evenings, and curriculum meetings
- To participate in Additional Duties which may include early duties, break-time and lunchtime duties on a rota basis
- To assist with the organisation and running of trips and events as required
- To play a full part in the life of the school community, to support our distinctive mission and ethos and to encourage all our staff and boys to follow this example.

Key Requirements

- Teaching qualification (D)
- Proven track record of teaching drama (E)
- Able to demonstrate involvement in high quality productions (E)
- Experience of having taught drama as a specialist subject (e.g. GCSE, A level or as specialist with independent prep school) (D)
- Experience in sound and lighting production (D)

NB: This role requires evening (and very occasional weekend) working at key points in the School calendar e.g. rehearsals or productions

In all areas of school life, staff are expected to lead by example and demonstrate and uphold the values and principles that we wish the boys to learn.

The Process

The school is committed to safeguarding and promoting the welfare of children. All applicants must be prepared to undergo appropriate child protection screening, including checks with past employers and the Disclosure and Barring Service. The Beacon is an equal opportunities employer. References will be required and any relevant issues arising from such will be taken up at interview or a suitable point during the process.

Candidates who have a disability or any other special requirements should let the school know if there are any reasonable adjustments they would like the school to make as part of this recruitment process.

The Application Form will need to be completed in full, but if for initial purposes you wish to send a CV instead, this will be accepted only at this very early stage of recruitment. The Application Form is available from the school website.

Your application should be sent with a covering letter:

- by e-mail placing DRAMA TEACHER in the subject line to recruitment@beaconschool.co.uk
- by post to: Mr Will Phelps, Headmaster, The Beacon School, Amersham Road, Chesham Bois, Amersham, Bucks HP6 5PF

The closing date for receipt of applications is **31 August 2019**
Interviews will be held the first or second week of September

(Please note that whilst an interview is to be used as the primary feature of the selection process, if invited for interview you will be advised as to whether any additional selection methods will be required to supplement the interview. This may include a lesson, presentation and/or other task. Whatever methods are chosen, the panel will use these to assess the merits of each candidate against the job and person specification).

