

# Wood Green School



## Candidate Information Pack

Head of Drama  
Maternity cover



## Details of the Post

<b>Job Title:</b>	Teacher of Drama
<b>Start date:</b>	January 2020
<b>Status of post:</b>	Maternity Cover Main or Upper Pay Range plus TLR 2 (2)
<b>Closing date for application:</b>	Monday 21st October 2019 (12 noon)
<b>Interview Date:</b>	To be confirmed

### **WELCOME - *Headteacher***

Dear Prospective Candidate

Thank you for your interest in our post. Wood Green School is an oversubscribed 11-18 Academy school serving the town of Witney and surrounding villages.

This is a very exciting time for Wood Green. To achieve our core purpose 'Excellence for All', we are developing our Baccalaureate that celebrates and encourages everything that a school should develop in young people: engagement in all subjects, learning skills such as research and communication and personal skills such as thoughtfulness for others. We believe strongly in a culture of mutual respect and strong relationships, demonstrated in our Behaviour Policy built on restorative principles. Everything is underpinned by our LearnWELL values. Our strong reputation and results improving year-on-year have led to a rapid rise in student applications.

Wood Green School is part of the Acer Multi-Academy Trust. The Acer Trust has been co-founded by four schools: Wood Green School, Chalgrove Primary School, Icknield Community College and Matthew Arnold School.

All four schools have strong track records of high performance or rapid improvement and share similar values. This partnership adds real benefit to Wood Green School,

especially opportunities for staff development. The key values of the Acer Trust are: Trust, Collaboration and Opportunity.

Wood Green has developed several innovative external partnerships, for example with Nuffield Health for Wellbeing, Oxford University for teacher development and student access to university and with the National Baccalaureate Trust. These all bring great opportunities for students, and also for staff development. I believe that investing in staff is crucial to achieving Excellence for All. At Wood Green, we provide a comprehensive programme of staff development, sharing best practice in-school and giving staff the opportunity to work with



other schools through our local and national partnerships. All teaching staff have the opportunity to undertake the OLEVI Teacher Programmes, to carry out action research with Oxford University and to work with coaches in school. Our work with Nuffield Health considers staff as well as student wellbeing.

Our Drama department is a high performing department. We highly value the role that Creative and Performing Arts Education play in the holistic development of students, both in and outside of the curriculum. All students have Drama weekly throughout KS3, our GCSE and A Level performances are of high quality and the school has produced a school play or musical annually. The department enjoys excellent specialist facilities.

When you make an application, please include a covering letter as well as the Acer Trust Application Form. Your letter should be no longer than two sides of A4 in a minimum of 11 point font, and should include comments on your experience and qualities which you feel are of particular relevance to the job description and person specification.

You can add any further information about yourself in the section of the form 'Relevant Skills and Experience'. It would be helpful to include email addresses for your referees, and to advise them that we will be requesting references within a tight timescale.

Your letter and application form should be submitted either by email to [vacancies@wgsnitney.org.uk](mailto:vacancies@wgsnitney.org.uk) or by post. Postal applications will be acknowledged if a stamped addressed envelope is enclosed.

You are most welcome to visit Wood Green School before making your application. If you would like to be shown round the school, or to talk with the Head of Department or the Headteacher, please contact Faith Green at [f.green@wgsnitney.org.uk](mailto:f.green@wgsnitney.org.uk), to make an appointment.

Wood Green School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Enhanced DBS clearance is required for appointment to this post.

I hope the information about this post inspires you to apply to Wood Green School; I look forward to hearing from you.

Yours sincerely

A handwritten signature in black ink that reads "Rob Shadbolt". The signature is written in a cursive style with a large initial 'R'.

**Rob Shadbolt**

Headteacher

## **Our Vision and Values**

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The vision for our school is clear: a school which encourages learning and personal development, which celebrates effort as well as success and which requires everyone to contribute to our community.

We expect all staff and parents to have belief in every child and to ensure that the support we provide is exceptional for everyone, just as we would want for our own child. Everything in our school is linked to our LEARN WELL values:

**LEARNING**

**EFFORT**

**ASPIRATION**

**RESPECT**

**NUTURE**

**WELLBEING**

## Department Information

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The Drama Department is a dynamic, creative and forward-thinking department which is keen to develop students' knowledge and understanding of Drama and Theatre. The Department obtains very impressive results, at GCSE and A Level, and would like to appoint a teacher who will be able to work with the team and contribute to its further development. We run regular trips to local and London theatres. Recent trips have included 'The Woman in Black' and 'Dead Dog in the Suitcase'. We offer a rich programme of extra-curricular drama clubs which take the form of a musical or a play or a showcase evening.

We encourage leadership skills in drama and our older students run workshops and activities for younger students. We also organise workshops and trips for KS3 students to harness a love of the subject at an early age.

### Staffing

The Department of Drama consists of three specialist teachers and a Drama Technician. We work collaboratively across all Key Stages and opportunities for career development and progression are made available whenever possible. The Department teaches in a set of two practice rooms and a Drama Studio, all housed in the same building, along with a department office. The Department is well resourced.

### Ethos

The Department is committed to developing effective learners who are confident performers, collaborative team players, who can both give and receive feedback and who can develop their creative talents. We directly challenge the students to examine attitudes, thoughts and feelings of others in a safe, thought-provoking environment.

The department works with high expectations to develop the confidence and individuality of students and enable them to present and perform high quality performance work in a happy, supportive and motivated environment.

It is the Department's aim that every student be able to express themselves for the world of work when they leave the school. We aim for our students to be able to use intonation, gesture and body language in order to project themselves positively in the outside world.

### Curriculum

Alongside the classroom curriculum, the Department enjoys theatre trips for all Key Stages to inspire students in their own performance work. Last year our trips included seeing *An Inspector Calls* and *Blood Brothers* in Cheltenham, *Equus* in London and *Peter Pan* in Oxford. We have also produced successful whole-school musicals and plays. Most recently this has included The Royal Shakespeare Production of *Beauty and the Beast* (2019) and *Bugsy Malone* (2018). The Christmas show this year is a showcase

evening of Grimm Fairy Tales which all year groups will be contributing towards. The week of the show is a fantastic showcase of student talent, as well as comradery. These productions create memories for life for our students and are a crucial part of the Department.

### **Key Stage 3**

At KS3 drama students are given the opportunity to harness essential life skills such as negotiation, leadership, group work and empathy. We aim to provide all students in the school with the skills to speak confidently, think quickly and assess a situation from another's point of view. As well as this, the lessons also have a skills based focus to ensure that students are fully prepared for the GCSE course. Students are assessed in three areas: Creating, Performing and Responding. The topics over the three years vary from exploring plays from Shakespeare to contemporary playwrights such as Mark Wheeler. Theme topics such as knife crime to devised exploration of Drama using inspiration from Grimm Fairy Tales, Visual Comedy and Ancient Greek Theatre.

### **Key Stage 4**

Students at Wood Green currently follow the Eduqas Drama and Theatre Studies course at GCSE. The curriculum is structured to allow students to build on the wide range of theatrical influences they have experienced at KS3 so that they can begin to specialise in a certain field of Drama. This approach gives students the tools to become truly independent when creating their own work. The department is also committed to making sure that students become confident in writing like a director, designer and actor in the written exam.

### **Key Stage 5**

We offer Drama and Theatre Studies A Level (Edexcel) which is an exciting combination of practical exploration of performance texts; theoretical approaches to creating, evaluating and staging drama and opportunities to see and perform in live performances. There is a strong focus on contemporary playwrights and practitioners, as well as traditional, historical texts. The course has been structured to ensure that students can use the knowledge and skills developed over Key Stage 3 and 4 to become experts in their chosen area of theatre. Students are given the opportunity to develop as performers, designers and critics.

### **Department Development and Future Plans**

As a department we are currently working on how to improve our KS3 assessments to allow for better feedback to students. We are also working to raise the level of challenge at KS3 to help equip students for the more challenging GCSE course. As well as this, we are continuing to explore ways to increase student confidence in the written

exam at GCSE and A Level. This includes developing resources, coaching each other and working with another school within the Acer Trust to share good practice.

## Examination Results 2019

### GCSE Results – Drama & Theatre Studies compared to FFT 50.

Comparison Grade			Result Grade											Below Comparison		Same As Comparison		Above Comparison			
	#	%	Other	U	1	2	3	4	5	6	7	8	9	#	%	#	%	#	%		
	Other														0	0	0	0.00%	0	0.00%	0
U														0	0	0	0.00%	0	0.00%	0	0.00%
1														0	0	0	0.00%	0	0.00%	0	0.00%
2														0	0	0	0.00%	0	0.00%	0	0.00%
3														3	1	1	33.33%	1	33.33%	1	33.33%
4														5	1	1	20.00%	1	20.00%	3	60.00%
5														6	3	3	50.00%	3	50.00%	0	0.00%
6														7	2	3	28.57%	3	42.86%	2	28.57%
7														3	2	1	66.67%	1	33.33%	0	0.00%
8														0	0	0	0.00%	0	0.00%	0	0.00%
9														0	0	0	0.00%	0	0.00%	0	0.00%
#			0	0	0	2	3	4	7	4	3	1	0	24	9	9	37.50%	9	37.50%	6	25.00%

Less Than Comparison
  Same As Comparison
  Above Comparison

## Examination Results 2019

### A level Results

Value added result is yet to be released by the DfE, estimate is -0.08 based on 2018 figures.

A Level results department overview	A*-A %	A*-B %	A*-C %	A*-E %	Entries
A - Drama & Theatre Studies	20	60	80	100	10

## Job Description

<b>Job Title:</b>	Head of Department (Maternity Cover) – Drama
<b>Date of Review of this Job Description:</b>	September 2019
<b>Establishment:</b>	Wood Green School
<b>Location:</b>	Woodstock Road, Witney, OX28 1DX
<b>Post responsible to:</b>	Leadership Team Link – Lead Practitioner Teaching and Learning
<b>Posts responsible for:</b>	Teachers of Drama
<b>Purpose of Post:</b>	To provide professional leadership and management for a department and to secure high quality teaching, effective use of resources and improved standards of learning and achievement for all.
<b>General Duties:</b>	<p>The Head of Department, working with other relevant teachers and staff in the department, will:</p> <ul style="list-style-type: none"> <li>• <b>Maintain a focus on teaching and learning</b></li> <li>• <b>Exercise appropriate professional skills and judgement</b></li> <li>• <b>Lead, manage and develop a subject or curriculum area:</b> <ul style="list-style-type: none"> <li>• Identify relevant department improvement issues which are realistic and challenging</li> <li>• Define and agree appropriate improvement targets which are clear about action to be taken, timescales and criteria for success</li> <li>• Co-ordinate CPD needs and opportunities for department staff</li> <li>• Evaluate the impact of all improvement activities on the quality of teaching and learning</li> <li>• Provide the Leadership Team with relevant subject, curriculum area or student performance information indicating planned changes to the curriculum, assessment and current and expected student outcomes.</li> <li>• Ensure that department resources are used most effectively</li> <li>• Arrange and promote activities across the department to foster personal development, commitment and enthusiasm in students and contribute to students' spiritual, moral, social, cultural and mental and physical development and prepare students for the opportunities, responsibilities and experiences of adult life.</li> </ul> </li> </ul>

- Ensure that departmental budgets are deployed effectively and achieve value for money
- Ensure that there is a safe working and learning environment in which risks are properly assessed.
  
- **Have an impact on educational progress beyond personally assigned students in the Department**
  - Identify appropriate attainment and/or achievement targets
  - Monitor student progress and achievement against annual targets, identifying students who are underachieving and where necessary create and implement effective plans of action to support those students.
  - Monitor planning, curriculum coverage and learning outcomes for all groups of students, producing and reviewing SoW and a subject handbook.
  - Monitor standards of student behaviour and application and liaise with Head of Year as appropriate
  - Lead evaluation strategies to contribute to overall school self-evaluation
  - Plan and implement strategies where improvement needs are identified, in particular through Raising Achievement meetings
  - Ensure that relevant attainment / achievement targets are met
  - Establish and implement clear policies and practices for assessing, recording and reporting student achievement and progress
  
- **Lead, develop and enhance the teaching practice of others**
  - Maintain personal expertise and share this with other teachers
  - Act as a role model of good classroom practice for other teachers, modelling effective strategies with them
  - Monitor and evaluate standards of teaching, identifying areas for improvement
  - Plan and implement strategies to improve teaching where needs are identified
  - Induct, support and monitor new staff
  - Performance manage identified teachers and members of staff
  - Monitor and evaluate the contribution and impact of other staff in the Department to school improvement
  - Provide intervention with staff as agreed with the senior leadership team
  - Identify staff development needs and co-ordinate these with those responsible for CPD in the school
  - Plan the deployment of staff expertise to achieve departmental improvement objectives

	<ul style="list-style-type: none"> <li>• Take initial responsibility for the pastoral care, morale and welfare of all department staff</li> <li>• Establish a partnership with parents to involve them in their child's learning of the subject as well as providing information about the curriculum, attainment, progress and targets.</li> <li>• Develop effective links with the local community, including feeder primary schools, business and industry in order to extend the subject curriculum, enhance teaching and to develop students' wider understanding.</li> </ul>
<b>Responsibilities and Accountabilities:</b>	<p>The Head of Department is accountable for:</p> <ul style="list-style-type: none"> <li>• The quality of teaching and learning in the department</li> <li>• Overall student outcomes in the department in partnership with the teachers concerned</li> <li>• Ensuring that the curriculum fully meets the needs of all students and is effectively delivered in all respects</li> <li>• Encouraging good behaviour, attendance and punctuality through implementing school policies across the department</li> </ul>
<b>Publications:</b>	<ul style="list-style-type: none"> <li>• The Department curriculum profile for the school web site</li> <li>• Department Improvement Plan</li> </ul>
<b>Meetings:</b>	<ul style="list-style-type: none"> <li>• Attend Heads of Department meetings and individual line management meetings with the assigned line manager</li> <li>• Chair Department meetings</li> </ul>
<b>Health &amp; Safety:</b>	<p>As a Manager you also need to be fully aware of the relevant activities expected of you in relation to H&amp;S, including the need to ensure:</p> <ul style="list-style-type: none"> <li>• All new employees, that you manage, are fully briefed at induction</li> <li>• Your team are regularly reminded of key issues and responsibilities</li> <li>• Your staff undertake appropriate health &amp; safety training, including refresher training as necessary</li> <li>• You carry out risk assessments and implement them, for processes, operations and activities under your control</li> <li>• Health &amp; Safety is a regular item at team meetings</li> <li>• Your staff are set appropriate targets as part of performance management</li> </ul> <p>As an individual</p> <ul style="list-style-type: none"> <li>• To have due regard for health and safety in the workplace</li> <li>• To be familiar with, and adhere to, relevant parts of the school's Health and Safety Policy</li> </ul>

	<ul style="list-style-type: none"> <li>• Co-operate with health and safety requirements</li> <li>• Report all known defects</li> <li>• Use, but do not misuse anything provided for your health, safety and welfare</li> <li>• Do not undertake unsafe acts</li> <li>• Inform Head of Establishment of any 'Near-Misses'</li> <li>• Be familiar with the emergency action plans for fire, first aid and security issues</li> <li>• Undertake specific designated duties regarding emergency evacuation</li> <li>• Raise health and safety and environmental issues with students</li> </ul>
<p><b>Child Protection:</b></p>	<p>Wood Green School is committed to safeguarding and promoting the health, safety and welfare of children, young people and vulnerable adults.</p> <p>Staff and volunteers are expected to share this commitment for whom they are responsible or with whom they come into contact in the course of their duties. All successful candidates will be subject to Disclosure Barring Scheme checks along with other relevant employment checks.</p>
<p><b>Standards and Quality Assurance:</b></p>	<ul style="list-style-type: none"> <li>• Support the aims and ethos of the school as identified in the staff handbook</li> <li>• Promote and model good relationships with students, colleagues, parents and visitors</li> <li>• Set a good example in terms of dress, punctuality and attendance.</li> <li>• Participate in training and take a lead in own professional development</li> <li>• Participate in the School's staff appraisal process</li> </ul>
<p><b>Notes:</b></p>	<ul style="list-style-type: none"> <li>• Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.</li> <li>• Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.</li> </ul>

## Person Specification

Criteria	E S S E N T I A L	D E S I R A B L E	HOW IDENTIFIED AND ASSESSED  AP Application I Interview R References
<b>Education/qualification and training</b>			
• Possess QTS	X		AP
• Well qualified graduate	X		AP
• Possess a Drama related degree	X		AP
<b>Knowledge/skills</b>			
• Sets high standards and expectations of students	X		AP/I/R
• Can teach Drama to KS4	X		AP/I/R
• Can teach Drama to KS5	X		AP/I/R
• Can motivate students at all levels of ability, thus ensuring that all students fully access the History curriculum	X		AP/I/R
<b>Experience</b>			
• Proven track record of raising educational standards	X		AP/I/R
• Experience of an 11-18 comprehensive either during teacher training or in a former post	X		AP/I/R
<b>Personal characteristics/other requirements</b>			
• Is a person who works positively and collaboratively	X		AP/I/R
• Is passionate, energetic, versatile and creative about their subject and teaching in general	X		AP/I/R
• Is a strong team player	X		AP/I/R

<ul style="list-style-type: none"><li>• Is committed to ensuring that students of all ages and abilities achieve their potential and are successful and happy</li></ul>	X		AP/I/R
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We are not looking for the impossible! If you think that you have at least some of these attributes, we would very much like to hear from you.

Appointment will be subject to enhanced DBS check, qualifications and experience checks and satisfactory references.



Drama Production of Beauty and the Beast - 2019

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