

**Head of Drama  
Information Pack  
Alcester Grammar School**

# Welcome from the Principal - Mr Clive Sentance

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I am very proud to be the principal of this wonderful school. We are one of the country's highest performing state schools, and we pride ourselves on being an uplifting place to work and study and a community where everybody is happy and valued.

Teachers who work here have been heard to say it is the best job they have ever had and many choose to remain with us for a long time. If you do join us you will be part of a like minded community who enjoy their teaching, make a huge contribution to extracurricular activities, and obtain a great deal of job satisfaction.

I can safely say that teaching here is a huge amount of fun. There is virtually no poor behaviour or disruption in lessons and the children exhibit a voracious appetite for learning. One of the many joys of working here is that you can focus on your teaching and on bringing your subject to life. You do not need to have had any experience of the selective sector, either as a student yourself or as a teacher. Indeed some of our teachers have joined us having developed their skills in the non-selective sector, and what they find to be different here is simply the overwhelmingly positive attitudes to learning and appetite for hard work amongst the students. This truly is a place where you can do the job you trained to do, with every opportunity to try out new teaching techniques and ideas in lessons.

The senior leadership team are supportive, broad minded and keen to see all staff and students succeed. Our vision is that the school should always be a place for professionals who would like to refine their teaching skills and implement innovative and creative ideas. Central to our philosophy are the key concepts of professionalism, autonomy and consultation, all within a sensible and reasonable framework of accountability. We operate light-touch monitoring, with few graded lesson observations, and you will enjoy the freedom to focus on education rather jumping through hoops to meet the supposed demands of OFSTED.

We are located in a highly convenient location in South Warwickshire, just over half an hour's drive from Birmingham and easily commutable from Worcester, Stratford, Coventry, Warwick or Cheltenham. It is a beautiful part of the country with superb amenities and eminently affordable housing, including plenty of good quality new build housing nearby. Anybody joining us is likely to see not just a significant increase in the quality of their professional life, but a commensurate increase in the quality of life outside of school.

We always seek to identify talent and support professional development, so do not be deterred if this would be your first application to lead a department. Prospective candidates are encouraged to visit the school and I am confident that if you do so you will very much want to come and work for us!

I look forward to receiving your application and meeting you soon.



# About Alcester Grammar School

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AGS is a forward-looking, selective state school with academy status and an outstanding record of promoting high achievement. Whilst we have achieved outstanding judgements in our last four Ofsted inspections, we regularly analyse our performance and seek new ways to enhance learning opportunities for our students.

Whilst we are selective at 11-16, we offer wider access to post-16 students. With around 1140 students on roll, including over 500 in the sixth form, we are in a position to offer a wide curriculum, including a choice of three languages in Year 7. All students study drama for 1 hour per week across Key Stage 3 and it is a popular and successful GCSE option. Our GCSE and A-level provision has increased steadily over the past five years. Each year we usually have one group studying A level Drama/Theatre Studies.



A major strength of our school is our pastoral support structure. Our students are supported by form tutors and Heads of Year. We also have access to other external support agencies. Behaviour and attendance are excellent at AGS and our students are highly motivated, keen and enthusiastic. They are warm, welcoming and have a good working relationship with staff, which is built on mutual trust and respect.

AGS is an exciting place to work. Staff have high standards; both of themselves and our students. We have a large number of support staff who work alongside teachers. There are many opportunities to develop their skills and careers through research projects, working with trainee teachers, participation in school development groups and working with staff from other schools, locally, nationally and internationally.

What our current staff say:

“There's a real sense of working as a team, and a great warmth and humour I haven't experienced in any other workplace.”

“AGS has a unique vibe. There is such a positive atmosphere around the school; staff and students respect each other, support each other and demonstrate genuine care.”

“The students are never afraid to ask ‘why?’ They are vibrant and challenging”



Please do have a look at our website at [www.alcestergs.co.uk](http://www.alcestergs.co.uk) and view our prospectus to find out more about our school.



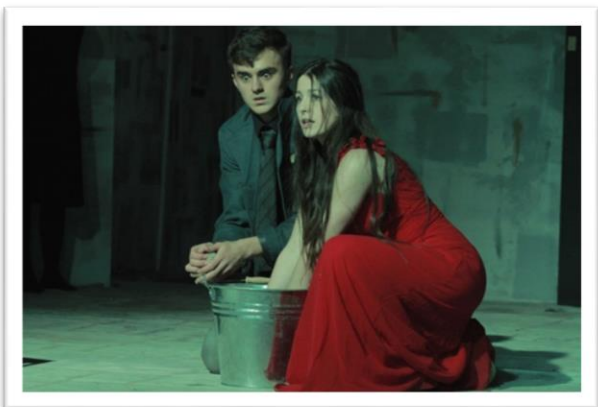
# The Drama Department

**RESPONSIBLE TO:** Principal  
**SALARY:** MPS + TLR 2(b) £4397

**The Drama Team**  
Nick Dereza (Head of Department)  
Caroline Spencer (also Head of PSHE)

## The Head of Drama post

We are looking for an enthusiastic and well-qualified teacher to lead this high-achieving department from September 2017. This post arises from the stepping down of our current Head of Department, who has seen drama performance go from strength to strength during his time at AGS (with 61% of GCSE students gaining A\*-A grades and 84% of A-level students getting A\*-B grades last year). We like to identify talent and support professional development, so please don't be deterred if this is your first application to lead a department. We wish to appoint someone who is keen to sustain the department's creativity and extensive extra-curricular programme as well as achieving outstanding results in the classroom. This is a time of rapid curriculum change with new courses being delivered in Year 10 and Year 12, and revised schemes of work needing to be developed for the second half of these courses.



## Department facilities

The department benefits from a purpose built theatre, which can be partitioned into two areas. It also has two linked classrooms and an office.

In Year 7 we introduce students to a 'toolkit' of skills, in Year 8 we develop imagination and in Year 9 we branch out into a variety of styles. At GCSE we follow the EdExcel-Pearson drama specification with around 20 students each year.



In the sixth form we study EdExcel-Pearson Drama & Theatre Studies. This year the lower 6<sup>th</sup> are taking an AS, but we plan that from September 2017 drama students will take the two year A level course.



When leaving AGS, drama students regularly go on to drama school including Central, LAMDA and LIPA.



# The Drama Department

We are fortunate to have a remarkable number of talented actors amongst the student population and provisions of all kinds are presented to respond to this talent. There is an expectation that the Head of Drama leads an extra-curricular provision, which is traditionally two whole school plays or a senior and KS3 production. Every other year the music and drama departments collaborate to produce a whole school musical.



Recent shows have included:

- A Midsummer Night's Dream
- The Visit
- Little Shop of Horrors
- Grease
- Macbeth
- Cabaret
- Dissocia
- Twelfth Night



Regular theatre trips are organised by the department to local theatres including Warwick Arts Centre, RSC Stratford-Upon-Avon, Cheltenham Everyman and the Birmingham REP.



The final detail of the successful candidate's job description will rely on their own strengths, interests and abilities. Subject to the standard provisions in a Head of Department's job description, this is an opportunity for somebody to manage a grammar school Drama Department and to make it the very best in the way that only they know how.



# Person Specification and Job Description

<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• Good Honours degree in Drama or closely related discipline</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Be able to teach Drama / Theatre Studies across the age range of the school and up to A level</li> <li>• Awareness of effective and engaging teaching and learning strategies.</li> <li>• Evidence of being a high quality classroom practitioner</li> <li>• Evidence of improving and sustaining high outcomes for students</li> <li>• Evidence of strong leadership skills</li> <li>• CPD or experience pertaining to middle leadership</li> </ul>
<b>Curriculum</b>	<ul style="list-style-type: none"> <li>• Awareness of the National Curriculum requirements at KS3</li> <li>• Familiarity with the revised Curriculum being delivered at KS4</li> <li>• Familiarity with the requirements of teaching Drama/ Theatre Studies at A level and understanding of the changes to the revised A/AS level courses.</li> <li>• Ability to develop revised schemes of work</li> </ul>
<b>Relationships</b>	<ul style="list-style-type: none"> <li>• Ability to inspire and motivate students by creating a stimulating and challenging learning environment</li> <li>• Commitment to students as individuals</li> <li>• Sensitivity to the requirement to meet the learning needs and challenges of students of all abilities in all key stages</li> <li>• Ability to secure the commitment and respect of students, staff and parents</li> <li>• Ability to motivate and inspire colleagues as part of a team</li> <li>• Confidence and experience in directing high quality performances</li> </ul>
<b>Personal Characteristics</b>	<ul style="list-style-type: none"> <li>• A passion for Drama</li> <li>• Ability to liaise with staff, parents, pupils and outside agencies</li> <li>• Adaptable and able to respond to and initiate change</li> <li>• Friendly and approachable</li> <li>• Sensitive and supportive</li> <li>• Excellent organisation and an effective communicator</li> <li>• Hard-working and flexible</li> <li>• Ability to review own performance and the performance of the department</li> <li>• Willingness to contribute to the success of the school both intra and extra-curricular.</li> <li>• Ability to direct/produce a number of high quality whole school productions each year.</li> <li>• A good sense of humour and a sense of perspective!</li> <li>• A commitment to safeguarding children's well being</li> </ul>

# Person Specification and Job Description

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In addition to the duties of a subject teacher, the Head of Department will be responsible for the strategic direction, development and management of the department and be accountable for the standards of teaching and learning and student progress.

**Line manager:** Principal/ Link member of the Senior Leadership Team

## **Responsibilities:**

- develop, lead and implement policies and practices throughout the school that reflect the school's ethos and commitment to high achievement through effective teaching and learning.
- produce, maintain and regularly review the departmental Self-Evaluation Form and analysis of examination results & achievement data.
- use performance data to evaluate students' progress and, with appropriate colleagues, set targets for improvement for groups of children.
- use performance data to identify areas of strength/weakness in teaching and take steps to spread good practice/address weaknesses identified with relevant colleagues.
- motivate and enthuse colleagues and encourage a shared understanding of the contribution the subject can make to all aspects of students' lives.
- support the team in managing student behaviour and setting high standards.
- hold regular, minuted departmental meetings with a focus on improving teaching & learning.
- monitor the quality of provision within the curriculum area, including sampling students work, and take appropriate steps to ensure a high standard of provision is in place.
- ensure schemes of work and appropriate assessments are in place. This will require awareness of current trends in curriculum development, teaching techniques and the evolving demands of external examinations.
- carry out the performance management of the team, oversee any delegated responsibility for this and support the professional development of members of the team.
- actively contribute to whole school priorities, curriculum planning and the formulation of the school development plan.
- monitor the departmental budget and bid for curriculum development innovations.
- take charge of Health & Safety issues within the Department.
- liaise with the schools examinations officer to ensure the accurate entry of students for external examinations.
- liaise with partner schools to ensure pupils' progress between phases is smooth & uninterrupted.
- oversee the effective running of extra-curricular activities (including whole school productions)



# Advisory Note to Applicants

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## REHABILITATION OF OFFENDERS ACT 1974 Amendment to Exceptions Order (2013)

The work for which you are applying will have regular contact with children and is exempt from the Rehabilitation of Offenders Act 1974. However, please note that the amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers, and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found at the Disclosures and Barring Service website. [www.gov.uk/dbs](http://www.gov.uk/dbs)

These details should be enclosed in a separate, sealed envelope marked 'confidential' – for the attention of the Chairperson of the appointing body. The envelope should state clearly the name of the school/establishment and the work for which you are applying, and be returned with your application form.

The information you give will be treated in confidence and will only be taken into account in relation to an application where the exemption applies.

The Governing Body is entitled, under arrangements introduced for the protection of children, to check with the Disclosures and Barring Service for the existence and content of any criminal record of the successful applicant prior to the confirmation of appointment.

Therefore, successful applicants will be required to complete a disclosure form to enable a check to be undertaken. Failure to consent to this could prevent the application being considered further. This check involves details being obtained of convictions, including those considered 'spent' under the Rehabilitation of Offenders Act 1974, cautions held at national level and may also include non-conviction information. You will receive the results of the check from the Disclosures and Barring Service, who will also forward a copy to the Authority. Information received from the Disclosures and Barring Service will be kept in strict confidence and will be destroyed in

accordance with guidelines laid down by the Disclosures and Barring Service.

The disclosure of a criminal record will not debar you from appointment, unless the Authority considers that the conviction renders you unsuitable for appointment. In making this decision, consideration will be given to the nature of the offence, how long ago and what age you were when it was committed, and any factors which may be relevant.

Failure to declare a conviction, caution or bind-over may, however, disqualify you from appointment, or result in dismissal or disciplinary action if the discrepancy comes to light.

Under the Criminal Justice and Court Services Act 2000 it is an offence for an individual who has been disqualified from working with children to knowingly apply for offer to do, or accept or do any work in a 'regulated position', such as the post for which you are applying.

## Equal Opportunities Policy

Alcester Grammar School is an Equal Opportunities Employer.

The school's Equal Opportunities Policy states that it will give equal treatment to all persons within its organisation regardless of sex, marital status, race, colour, nationality, national origin, ethnic origin, sexual orientation, disability, age and not allow any individual to be disadvantaged by any other condition which cannot be shown as justifiable.





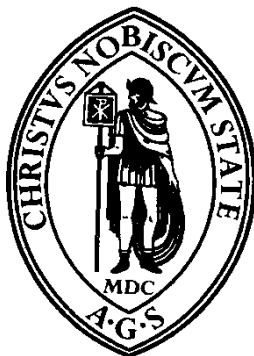
## **Application Procedure**

Please complete the application form and provide a supporting statement (on no more than two sides of A4). The supporting statement should address your particular strengths and how your experience to date has prepared you for this particular role.

Applications may be submitted via email to [j.dyos@alcestergs.com](mailto:j.dyos@alcestergs.com) or by post to Alcester Grammar School, Birmingham Road, Alcester, Warwickshire B49 5ED.

**The closing date is 9am on Monday 30<sup>th</sup> January 2017**

Alcester Grammar School is committed to safeguarding and promoting the welfare of all children and young people and expects all staff and volunteers to share this commitment. An enhanced DBS (Disclosure and Barring Service) check will be carried out prior to the commencement of any offer of employment.



For more information about AGS see our website [www.alcestergs.co.uk](http://www.alcestergs.co.uk)  
or contact the Principal, Clive Sentance on 01789-762494,  
or via [j.dyos@alcestergs.com](mailto:j.dyos@alcestergs.com)

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