



THE HYNDBURN ACADEMY
RECRUITMENT INFORMATION PACK
HEAD OF PERFORMING ARTS
CLOSING DATE: 27TH MARCH 2025
INTERVIEWS: 2ND APRIL 2025



Welcome to The Hyndburn Academy

At The Hyndburn Academy, we are committed to providing an exceptional educational experience for every student. As part of the United Learning Trust, we are proud to be rated *Good* in all areas by Ofsted, reflecting our dedication to academic excellence, personal development, and the well-being of all our students.

Over the past four years, we have experienced significant growth, doubling in size, and we are thrilled to have been selected for the Department for Education schools rebuilding programme, which is due to begin this year, this will ensure our facilities match the high standards we set for ourselves and our students.

Our ethos, "Every Child Matters," is at the heart of everything we do. We believe in nurturing each student's unique potential, ensuring that they feel valued, supported, and empowered to succeed. With our motto, '*The Best in Everyone*,' we strive to inspire every student to reach their full potential, both academically and personally, as we continue to build a thriving, inclusive community.

Both our ethos and motto are underpinned by the core values of:

Ambition – to achieve the best for ourselves and others

Confidence – to have the courage of our convictions and to take risks in the right cause

Creativity – to imagine possibilities and make them real

Respect – for ourselves and others in all that we do

Enthusiasm – to seek opportunity, find what is good and pursue talents and interests

Determination – to overcome obstacles and reach success

At the heart of everything at The Hyndburn Academy is ambition and we know that by working together with parents and carers, our students can achieve anything and everything that they desire.

If you believe that your experience and skillset will help us on our journey, then we would love to receive your application.

I hope you find the information you need in the accompanying pack and on our website useful for the role for which you are applying. However, if you need to know anything further or wish to arrange a visit to the school then please do not hesitate to contact us by telephone on 01254 885378 or via email on admin@hyndburnacademy.org.uk

With kind regards

A handwritten signature in black ink, appearing to read "N J Palmer".

Miss N J Palmer
Headteacher

HEAD OF PERFORMING ARTS

Salary: Teacher Pay scales – PT1 (£35000) – EPT3 (£51000) with a TLR for Head of Department role plus benefits including: Teachers Pension, Health Care Cash Plan, Generous Staff Discount scheme, 3 extra inset days for planning, at least on late start or early finish per fortnight.

The Role:

We are seeking an inspirational and experienced Head of Performing Arts, specialism in either drama, music, dance, to lead and develop our vibrant Performing Arts Department. This is an exciting opportunity to take the reins of a well-established program and to further inspire our students to reach their full artistic potential. The successful candidate will have the opportunity to shape the curriculum, lead a passionate team, and inspire the next generation of performers, directors, choreographers, and designers.

Key Responsibilities:

- Lead, manage, and develop the Performing Arts department, ensuring a high standard of teaching and learning.
- Oversee the delivery of the Performing Arts curriculum at all Key Stages, ensuring that it is engaging, inclusive, and challenging.
- Foster a positive and creative environment for students, encouraging their participation in a wide range of performances and creative projects.
- Organise and coordinate school performances, concerts, and productions, ensuring the smooth running of events.
- Manage and develop the Performing Arts team, providing support and guidance to colleagues.
- Collaborate with other departments and external partners to enhance the arts provision across the school.
- Ensure that the Performing Arts department operates within budgetary constraints and contributes to the school's strategic vision.

Key Requirements:

- Qualified Teacher Status (QTS) or equivalent.
- A passion for the Performing Arts with a proven track record of teaching and leading in this area.
- Excellent leadership skills and the ability to inspire and motivate both staff and students.
- A strong understanding of the UK curriculum and how to design and deliver innovative Performing Arts lessons.
- Experience of managing and organising school productions and performances.
- A commitment to the personal and professional development of students and staff.
- Excellent communication and interpersonal skills.
- A supportive and collaborative working environment.

Safeguarding:

United Learning is committed to safeguarding and promoting the welfare of all children and young people and expects all staff and volunteers to share this commitment. All positions are subject to an Enhanced Disclosure and Barring check from the Disclosure and Barring Service (DBS) and shortlisted candidates will be subject to an online check.

JOB DESCRIPTION

TEACHER OF PERFORMING ARTS (DRAMA)

Hours of work:	37.5 hours per week	Contracted weeks:	52 weeks
Supporting work/life balance:	5 Inset days per year, plus an additional 3 planning days, at least on late start or early finish per fortnight.		
Reporting to:	Assistant / Headteacher	Direct Reports:	None
Remuneration Package:	Teacher Pay scales – PT1 (£35000) – EPT3 (£51000) with a TLR for Head of Department role plus benefits including: Teachers Pension, Health Care Cash Plan, Generous Staff Discount scheme, 3 extra inset days for planning, at least on late start or early finish per fortnight.		

Role Purpose:

- The education and welfare of a designated group of students in line with the curriculum and school timetable. To support the development of appropriate learning strategies within the subject area.
- To maintain up to date knowledge and understanding of the academies aims, priorities, targets and action plans and their impact on development and improvement.
- To ensure that allocated resources and accommodation are used efficiently to create an effective and stimulating environment to enhance teaching and learning.

Main Duties and Responsibilities:

- Set challenging teaching and learning objectives which are relevant to all students in their classes.
- Maintain up-to-date knowledge and understanding of the characteristics of high-quality teaching and learning for students of all abilities.
- Maintain an environment that promotes excellent learning opportunities.
- Plan for opportunities for students to learn in and out of school contexts.
- Ensure that course work, class work and homework are completed to the highest standard and implement intervention strategies as required.
- Implement strategies to identify and acknowledge achievement.
- Differentiate teaching to meet the needs of students of all abilities taking into account varying interests, experiences and achievements of boys/girls, cultural and ethnic groups to help them make progress.
- Reinforce positive attitudes towards attendance and punctuality and act when necessary.
- Ensure that student reports and assessments are undertaken in line with Academy protocol and to a set timetable.
- Contribute to Academy wide enrichment programmes.
- To serve as a group tutor and actively engage in monitoring and developing the academic, social and emotional development of designated students in line with Academy policies.
- Support the professional development of own and all colleagues, liaising with Director of Professional Development as appropriate.
- Support the training role of the Academy through the involvement with ECT/ITT/GRTP and other training routes as appropriate in conjunction with senior colleagues.



Monitoring and Assessment:

- Make use of monitoring and assessment strategies to evaluate students' progress against planned objectives.
- Use monitoring and assessment information to inform planning and teaching.
- Assess students' progress accurately against appropriate levels.
- Record students' progress and achievements systematically, providing evidence of the range of their work progress and attainment over time to inform planning

Teaching and Class Management:

As a form tutor:

- Track and monitor attendance of form students, having initial conversations with students whose attendance falls below expected levels.
- Track and monitor progress, achievement, and behaviour of form students.
- Set high expectations for students' behaviour and establish clear guidance for classroom discipline in line with school policy to anticipate and manage students' behaviour constructively and promote self-control and independence.
- Ensure weekly routines and equipment standards are followed and high standards are maintained.
- Engage in activities and events relating to the group e.g. parents' evenings, assemblies, form group and house competitions.
- Promote active and independent learning that enables students to think for themselves and to plan and manage their own learning.
- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality, and data protection, reporting all concerns to an appropriate person.
- Attend and participate in regular meetings.
- To participate in training, continuous professional development and other learning activities as required.

General Duties and Responsibilities:

- This job description must be read in conjunction with the overall requirements of responsibilities identified within relevant conditions of service.
- Whilst every effort has been made to identify the main duties and responsibilities, each individual task may not be specifically identified.
- Colleagues will be expected to comply with reasonable requests from their line manager/senior staff to undertake work of a similar level that is not specified within this job description and to observe all Academy policy statements.
- Colleagues are expected to be courteous to other colleagues and provide a welcoming environment to visitors and telephone callers.
- At all times working in line with Academy policy and procedures.
- To attend staff training events as appropriate.
- To take care of own and others health and safety.
- To be aware of the confidential nature of issues relating to home/academy/parent/carer.
- The Academy will endeavour to make reasonable adjustments to the job and working environment to enable access to employment for disabled applicants or continued employment for any employee who develops a disabling condition.

Person Specification – Head of Performing Arts

Characteristic	Essential	Desirable	How assessed
Education and Qualifications	<ul style="list-style-type: none"> • Qualified Teacher Status • Teaching Qualification in Performing Arts or equivalent. • Good Honours Degree or equivalent. 	<ul style="list-style-type: none"> • Additional qualification or expertise to contribute to Academy enrichment. • Ability to contribute to other subject delivery. 	Application Certificates
Experience	<ul style="list-style-type: none"> • Demonstrate successful KS3 and KS4 teaching experience in PE. • Evidence of successful relationships with learners. • Ability to communicate effectively with young people and colleagues. 	<ul style="list-style-type: none"> • Contribute to, where appropriate, the implementation of workplace policies and practices and promote collective responsibility for their implementation. 	Application Interview Lesson Observation References
Knowledge and Skills	<ul style="list-style-type: none"> • Ability to teach full range of students at KS3 & 4. • Understanding and commitment to the application of new technology as a tool for learning. 	<ul style="list-style-type: none"> • Promote collaboration and work effectively as a team member. • Contribute to the professional development of colleagues through coaching and mentoring, demonstrating effective practice and providing advice and feedback. • First Aid Certificate 	Application Interview Lesson Observation References
Personal Qualities	<ul style="list-style-type: none"> • Good communication and organisational skills. • Energy, ambition, and enthusiasm. • Commitment to an inclusive ethos with the belief that every student counts. • Commitment to making a difference with a positive 'can do' outlook. • Ability to lead and work as part of a team. • Adaptability and resilience. • Commitment to health and safety. • Commitment to child protection and safeguarding. 	<ul style="list-style-type: none"> • Commitment to further professional training. 	Interview References

Rewards and Benefits

Our pledge, to all our academy staff, is that by working for us you will benefit from **more pay, more time, and more support.**

More pay...	More time...	More support
<ul style="list-style-type: none">■ We pay an average of 5% above national scales – the best rates of pay in the sector.■ Cash towards medical treatment.■ Generous staff discount scheme.	<ul style="list-style-type: none">■ Three extra INSET days for planning.■ At least on late start or early finish per fortnight	<ul style="list-style-type: none">■ Great training for your career.■ Exceptional curriculum resources.■ Expert subject advice.■ Support for your wellbeing.

About United Learning

United Learning is a Group of schools which aims to provide excellent education to children and young people across the country. We seek to improve the life chances of all the children and young people we serve and make it our mission to bring out ‘the best in everyone’ – pupils, staff, parents and the wider community. We uniquely comprise schools in both the state and independent sectors.

As a Group, we can offer more to both staff and young people than any single school could offer alone. The growing range of outstanding group-wide activities that we can provide will mean that more young people will have truly exceptional and inspiring experiences.

We believe that our Group contains the most developed relationships and practical interaction between independent and state schools in the country, creating benefits for all the schools involved.

United Learning comprises both United Church Schools Trust, which operates our fee-paying independent schools, and United Learning Trust, which operates our state-funded academies.

To find out more about United Learning, please visit the website www.unitedlearning.org.uk

How to Apply

To join our dedicated and talented team, click apply here:

https://ce0374li.webitrent.com/ce0374li_webrecruitment/wrd/run/ETREC179GF.open?WVID=9968969C2D&VACANCY_ID=746550HIYi

The closing date for this post is 27th March 2025

Interviews will be held on 2nd April 2025

For more information about this role, please contact:

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