



Fareham
Academy

Applicant Pack

Head of Performing Arts

MPS/UPS – (+TLR 2b)

Start date: 01 May 2024

Fareham Academy
www.fareham-academy.co.uk/vacancies

For an informal discussion about this post, more information or to arrange a visit, please contact the Academy on 01329 318003 or g.payne@fareham-academy.co.uk

Closing Date: 31 December 2023

Letter from Headteacher

Dear Applicant

I am delighted that you are expressing an interest in working at Fareham Academy. We are a caring and forward-thinking school, where academic achievement and the personal development of each child go hand in hand. Our motto "Unlocking Potential – Creating Opportunity" supported by our values of Resilience, Aspirations and Kindness captures the ambition we have for all our students.

Throughout my time as Headteacher I have consistently seen exceptional teaching and learning, which has been verified through our recent Ofsted Inspection in October 2021. I am especially proud that several members of our Middle Leadership started their careers with the school. We are committed to the development of all our staff and providing the opportunities and support to progress in their careers.

We are looking for the right person to add value to our school and be part of our exciting journey. I wish you the best of luck with the application process.

If you have any questions on the recruitment process, please email g.payne@fareham-academy.co.uk or visit our website: www.fareham-academy.hants.sch.uk

Yours faithfully,

Christopher Prankerd
Headteacher



Head of Performing Arts

We are seeking to appoint a Head of Performing Arts who will be responsible for leading and overseeing all performing arts activities at Fareham Academy and will be an outstanding Teacher specialising in at least one of the Performing Arts, with a passion for arts education and the ability to inspire and motivate young performers. Students are encouraged to be involved in all forms of the arts and achieve their full potential in music, drama and dance.

The successful individual should be ambitious and hardworking to join a diligent, enthusiastic and committed Performing Arts department. The successful candidate should be a dedicated and highly motivated professional, committed to teaching across key stages 3 & 4.

Our Performing Arts department is proactive in the pursuit of quality teaching and learning; therefore, the successful candidate will need to be an outstanding classroom practitioner, committed to continually evaluating and improving provision and resources. The ideal candidate will be someone with a passion for their subject who will inspire and engage our students, and who will actively assist in the further development of Performing Arts within the school. We are looking for a forward-thinking, innovative individual who will support the department and drive improvement in the quality of learning and achievement.

It is the aim of the team to get students to reach the highest possible standard that they can achieve, ensuring that they are well prepared for both internal and external examinations, higher education and the world of work.

Your Opportunity

The Performing Arts department overarching aim is for students to leave the Academy as well mannered, confident and culturally rich; therefore, our curriculum reflects this intention. Reading, Literacy, Numeracy and SMSC are explicitly taught throughout all curriculum areas as well as students having opportunities to develop vocational skills and 'Learning for Life' through our extended curriculum offer. At Fareham Academy the curriculum is the foundation from which we endeavour to unlock each child's potential and create a lifetime of opportunity.

We are looking for a highly motivated individual who:

- Has excellent subject knowledge
- Believes in young people
- Is dynamic, innovative and inspirational in the classroom
- Is passionate about Performing Arts and is keen to improve standards across all year groups
- Ensures students succeed and are challenged to achieve their potential
- Has the ability to teach outstanding lessons across the age range
- Enjoys working as part of a team

- Sets high expectations of themselves and their students
- Is committed to providing access for students to a range of opportunities
- Is able to forge positive relationships with students

In return we will offer you:

- Teachers' Pension Scheme
- A professional, hardworking and supportive team of staff with the capability and desire to raise student achievement
- Opportunities for further professional development
- A caring and supportive working environment within a vibrant school community
- Free Parking
- Annual Flu jabs offered
- Assistance towards eye tests and glasses
- Employee Assistance Programme (EAP) Staff well-being



Please note: Academies may hold interviews as and when applications are received, and this job may be withdrawn at any point without notice. You will still be able to add information until the closing date, but you will not be able to submit your application. With this in mind, you are encouraged to apply as early as possible.

Fareham Academy is committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment. All offers of employment are subject to an Enhanced DBS check, and where applicable, a prohibition from teaching check will be completed for all applicants. In line with our commitments to safeguarding.

Post Details		Last Updated: 15.11.23				
Department:	Performing Arts (Drama, Music & Dance)					
Job Title:	Head of Performing Arts					
Salary:	MPS/UPS + TLR 2b					
Responsible to:	Senior Leadership Team Link					
Job Purpose Statement						
To be responsible for managing the Performing Arts Department. To Liaise with SLT, HODs, HOYs, SENCo, subject staff, support staff. To strategically plan for the development of the following areas demonstrating impact of these on learning and progress of pupils. To narrow the gaps in the achievement of all groups of learners through:						
<ul style="list-style-type: none">• Securing high quality teaching which directly impacts upon pupil progress• Designing a curriculum which ensure the progress of all learners• To work with other colleagues to maximise positive work ethic and a love of learning for your subject						
<i>This job purpose reflects the core activities of the post. As the School and the post-holder develop, there will inevitably be some changes to the duties for which the post is responsible, and possibly to the emphasis of the post itself. The School expects that the post-holder will recognise this and will adopt a flexible approach to work. This could include undertaking relevant training where necessary. Should significant changes to the job purpose become necessary, the post-holder will be consulted and the changes reflected in a revised job purpose.</i>						
Person Specification						
Qualifications		Essential/Desirable	A	I	L	R
Degree in Drama, Music or Dance		E	*		*	
PGCE or equivalent teaching qualification		E	*		*	
A postgraduate degree		D	*			
Experience of Educational Management		Essential/Desirable	A	I	L	R
A minimum of three years' experience in a teaching/learning/child support working environment, with a proven track record of improving results.		E	*			*
Detailed knowledge and understanding of the National Curriculum in Performing Arts.		E		*		*
Appropriate and successful teaching experience. Proven track record at KS4.		E		*		*
Ability to motivate and encourage children		E		*		*
Strategic policy development and implementation.		E	*	*		
Demonstration experience of implementing strategies for raising achievement and achieving excellence for students, staff and self.		E	*	*		
Demonstrate effective team leadership		E	*	*	*	*
Successful experience in data analysis, target setting, monitoring and review.		E		*		
Evidence of impact of work with external organisations (SSAT, Specialists Middle Leaders, Trustees)		E	*	*		
Experience of school development planning and evaluation.		E		*		*

Ability to demonstrate understanding of complex problems and apply in depth knowledge to address them	E		*		*
Ability to create effective relationships with a variety of different people	E	*		*	
Professional Knowledge and Understanding	Essential/ Desirable	A	I	L	R
Current educational issues, including national policies, priorities and legislation	E	*	*		
Management of staff, including professional development and recruitment.	E	*	*	*	
Evidence of Line Managing Curriculum areas and Student Support Staff.	E		*		
Financial planning, budgetary management and accountability.	E	*	*	*	
The successful practice of educational inclusion, diversity and access.	E		*	*	
Effective choice and flexibility in learning to meet the personalised learning needs of every child	E		*	*	
Principles and practices of quality assurance systems, including school review, self-evaluation, performance management.	E	*	*	*	
Leadership and Management Skills	Essential/ Desirable	A	I	L	R
Ability to prioritise, plan, organise and manage work life balance	E	*			*
Ability to work as an effective team player, understanding the strengths and weakness of others to help team development	E	*	*		
Excellent time management and organisational skills	E		*		
Excellent interpersonal, presentation and communication skills, both written and spoken	E	*	*		*
Ability to manage and deliver own course units and contribute to team taught course units	D	*	*	*	
Ability to contribute to wider school management, administration and initiatives	D	*	*	*	*
Communicating & Influencing	Essential/ Desirable	A	I	L	R
Ability to influence desired student behaviour	E			*	*
Ability to generate enthusiasm in students	E			*	*
Excellent communication skills, able to clarify and explain instructions	E		*	*	*
Other skills & Behaviours	Essential/ Desirable	A	I	L	R
Ability to stay calm	E			*	
Empathy with students and sympathetic to their needs	E			*	
Professionally discrete and able to respect confidentiality in particular areas	E				*
Safeguarding Children	Essential/	A	I	L	R

	Desirable				
Committed to safeguarding and promoting the welfare of children and young people (References)	E	*	*		
Equality	Essential/ Desirable	A	I	L	R
<ul style="list-style-type: none">The ability to ensure that there is equality of access to educational attainmentAll aspects of equality are adhered to	E	*	*		
Personal and Professional Qualities & Attributes	Essential				
<ul style="list-style-type: none">Excellent organisational abilityAbility to organise own teaching resources and activities to deadline and quality standardsAbility to plan, manage, organise and assess teaching objectivesAbility to contribute to the design of subject units, curriculum development and new teaching approachesInspire, challenge, motivate and empower the school community to carry forward a shared vision.Build and maintain effective relationships.Think strategically, create, maintain and share a coherent school vision.Manage change, conflict and empower individuals and teams.Listen to, and reflect on, feedback from others, including colleagues and governors.Think creatively to anticipate and solve problemsPrioritise, plan and organise themselves and othersSet & achieve ambitious, challenging goals and targetsKnowledge/understanding, consistency, complete finisher, supportive/loyal/trustworthy/effective communicator, take initiatives, follows up, creates sustainability and motivates.					
Organisational Information					
All staff are expected to: Positively support equality of opportunity and equity of treatment to colleagues and students in accordance with the Schools Equal Opportunities Policy. Help maintain a safe working environment by: <ul style="list-style-type: none">Attending training in Health and Safety requirements as necessary, both on appointment and as changes in duties and techniques demand.Following local codes of safe working practices and the school’s Health and Safety Policy. Undertake such other duties within the scope of the post as may be requested by your Manager.					
<div><div>Headteacher</div><div>Senior Leadership Team Link</div><div>Head of Performing Arts</div></div>					

Main Responsibilities/Activities:

This document is not designed to be a list of all tasks undertaken but an outline record of the main responsibilities and should be read in conjunction with the accompanying Job Purpose.

More specifically the post holder will be expected to:

Key Duties:

In addition to the development of further strategic ideas your key responsibilities will include:

- Working with the Senior Leaders and subject staff to design an exciting and engaging curriculum built with our pupil's needs in mind
- To plan, deliver and designate responsibility to other staff for Performing Arts across the whole school
- To be a leading example of high-quality Teaching for others
- To continue to develop personal learning through various CPD activities
- To play a full and rich role in the life of the school
- Ensure that schemes of learning are being delivered appropriately and teachers and pupils are clear about the learning and teaching objectives and progress made towards them
- Work collaboratively with colleagues to develop cross- curricular opportunities
- Use data effectively to identify pupils who are underachieving in the subject and, where necessary, create and implement effective plans of action to support them
- Have a clear understanding of expected levels of progress of all learners in order to hold subject staff to account for the progress of the pupils they are responsible for
- Ensure examination entries are completed to deadline and are correct
- Ensure that records of individual pupils' progress are being maintained according to departmental and school policies
- Ensure all pupils know their individual targets and how to reach them
- Ensure support for pupils in subject areas is appropriate including differentiation and the level of challenge
- Provide opportunities for all pupils to engage within performing arts not only those opportunities on the stage in front of an audience
- Work with SLT to effectively Quality Assure teaching and learning to support the school on achieving excellence in all areas.
- Ensure setting and staffing is appropriate to pupils needs and targets for expected levels of progress
- Regularly review the specification offer for pupils in light of their needs, abilities and aspirations
- Lead and manage those Teachers and support staff involved with the delivery of Performing Arts
- Managing staff absence effectively including setting work where appropriate and ensuring any cover has required resources
- Provide appropriate induction for new staff, new post holders or initial teacher or school direct trainees and assign professional mentors alongside the teacher training lead.

Other Responsibilities

- Organise, Manage and Lead all school Productions
- Support the school with any events where Pupil performances and in turn showcasing the talents of the school
- To create an attractive and safe environment which stimulates learning and contribute, and encourage others within the department to help market the success in your department
- Manage the department budget and assess areas for development and investment
- Manage the working environment and ensure that this is safe and that risks are properly assessed and minimized.

Accountability:

- Direct line manager of any staff involved with the delivery of Performing Arts or any associated School performances
- Ensure Inspection preparedness in terms of keeping clear documentation and evidence ready to present to an Inspection team if needed.

- In relation to the community:
 - (a) attending school events and represent school at wider community events
 - (b) developing and maintaining positive relationships with the community
 - (c) ensuring that the school recognises and meets its responsibilities to the life of the local community
 - (d) promoting a positive image of the school
- In relation to parents and those with parental responsibility:
 - work with the Headteacher in:
 - (a) building an effective partnership between parents the school, recognising them as the first educators of their children
 - (b) enhance the provision of information to parents about how the school functions, and the progress of their children

Operating at all times within the stated policies and practices of Fareham Academy.

Equal Opportunities

- To know and adhere to the Fareham Academy equal opportunities policy and equalities legislation and implement in relation to job responsibilities in employment and service delivery.

Health and Safety

- To take reasonable care for his/her own health and safety and any other person(s) who may be affected by his/her acts or omissions at work, in accordance with the Health & Safety legislation.
- To co-operate with the Fareham Academy insofar as is necessary to enable it to comply with its duties under relevant health and safety legislation.

Safeguarding of Children Young people and Vulnerable Adults

To be aware of and work in accordance with the Fareham Academy safeguarding child protection policies and procedures in order to safeguard and promote the welfare of children and vulnerable adults and to raise any concerns relating to such procedures which may be noted during the course of duty.

The post holder will be required to have a valid Enhanced Disclosure and Barring Service (DBS) certificate and be re-checked every 3 years as per Fareham Academy procedures