



# The Beacon

Independent Prep School for boys aged 3-13  
Amersham, Buckinghamshire

## **Part-time Drama Teacher Maternity Cover**

**January 2024 to July 2024**



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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 in England No. 01067862. Registered Charity No. 309911.



**From Nick Baker**

**Headmaster**



Dear Applicant

Thank you for your interest in the role of Drama Teacher at The Beacon.

The role is part-time (minimum of 3 days per week) for the purposes of maternity cover for the academic year 2023/24. It is not essential to hold QTS for this opportunity, but important that you have relevant experience teaching drama to children and involvement in productions.

The Beacon is a large independent prep school of over 500 boys aged between 3 and 13, set in on a 16 acre site near Amersham, Buckinghamshire, some 30 minutes from London by train.

Our school has superb facilities and resources that support a forward-looking educational environment, including a state of the art 250 seat theatre, together with a separate Drama Studio for dedicated drama lessons.

If teaching drama to young people, delivering impressive productions and high class performances are your specialty and you would like to join our wonderful performing arts team, then we would most definitely wish to hear from you.

To give you a flavour of life at The Beacon please take a look around our website [www.beaconschool.co.uk](http://www.beaconschool.co.uk).

You will find our Safeguarding and Child Protection Policy 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.

Nick Baker  
**Headmaster**

**IMPORTANT NOTE:**

- *The school is committed to safeguarding and promoting the welfare of children. Safeguarding checks will be undertaken in accordance with School policy*
- *The safeguarding responsibilities of the post can be found in the job description and person specification in this recruitment pack*
- *The post is exempt from the Rehabilitation of Offenders Act 1974.*



## 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 and Job Description

**Role:** Drama Teacher

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

### Responsibilities

- To work closely with the Performing Arts Team 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 pupils according to their educational needs and development potential
- To maintain accurate and up to date records, tracking the pupil 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/pupils for drama competitions and exhibitions/festivals
- To collaborate with Heads of Section, Music and English staff to provide an inspiring and broad range of performance opportunities for all pupils
- To ensure creative and logistical delivery of sectional productions
- To deliver strong pastoral care in line with our school's ethos
- To keep the Academic Leadership informed of any issues concerning pupils in your classes

### Other Responsibilities

- To attend INSET and other relevant training as required
- To attend staff meetings, Open Day/Mornings, 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



## **Safeguarding**

Promoting and safeguarding the welfare of children and young persons for who you are responsible and with whom you come into contact; following the School's safeguarding policy at all times and using the internal systems/contacting the DSL for monitoring safeguarding, wellbeing and pastoral issues

### **Note:**

- The role will involve daily contact with children and a high level of responsibility for children. The role constitutes regulated activity with children.
- In the role, you may also be required to undertake such other duties as the Head reasonably requires from time to time.



## Person specification

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	Educated to degree level Suitable teacher qualification, e.g. QTS	
<b>Experience</b>	Outstanding classroom practitioner Experience of working with primary school age group and successful teaching at KS2	(Note: it is not essential to have worked in the independent sector)
<b>Skills</b>	Excellent teaching abilities Highly organised Strong pastoral skills Ability to contribute to extra-curricular agenda and wrap around care	
<b>Knowledge</b>	Relevant KS2 curriculum Up to date safeguarding training	Specialist subject or keen interest in a particular subject.
<b>Other</b>	Able to quickly settle in to new environments  Enthusiastic about learning and teaching  Commitment to maintaining the highest standards in classroom delivery  Friendly and approachable  Ability to remain calm and professional in all situations  Self-motivated and versatile  Excellent role model  Desire to contribute to school life beyond immediate classroom  Highly professional with positive outlook Team player	





## 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.

**There is a requirement to complete the school's Application Form which can be downloaded from the website. Please send a copy of your completed Application Form and covering letter to [recruitment@beaconschool.co.uk](mailto:recruitment@beaconschool.co.uk)**

The closing date for receipt of applications is **Friday 30 June 2023**. Interviews will be held in week commencing 03 July 2023.

(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).

