

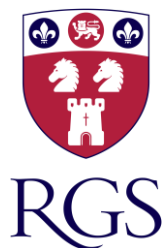
# **DANCE SPECIALIST** **(Ages 7 – 18)**

**Part – Time**  
**Fixed Term**

## **JOB** **INFORMATION**



**RGS**



## DANCE SPECIALIST (Ages 7 – 18)

Newcastle upon Tyne Royal Grammar School  
To start September 2023.



### THE POSITION

We seek to appoint, at the earliest opportunity, an exceptional, passionate and committed dance specialist to teach and inspire our wonderful students. There is also a fantastic opportunity to develop our dance programme across our full age range (7-18 years). Whilst the role is unique in school, the successful candidate will be joining a very close team of staff here at RGS.

You will need to be student/parent focused and must actively support the school's ethos and vision.

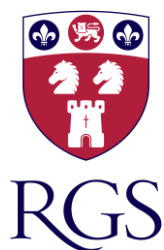


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Job description: Dance Specialist

Closing Date: 9.00am Monday 5<sup>th</sup> June 2023

Contact: Director of Sport Angela Ponton ([a.ponton@rgs.newcastle.sch.uk](mailto:a.ponton@rgs.newcastle.sch.uk)) or Junior School Head, James Miller ([j.n.miller@rgs.newcastle.sch.uk](mailto:j.n.miller@rgs.newcastle.sch.uk))

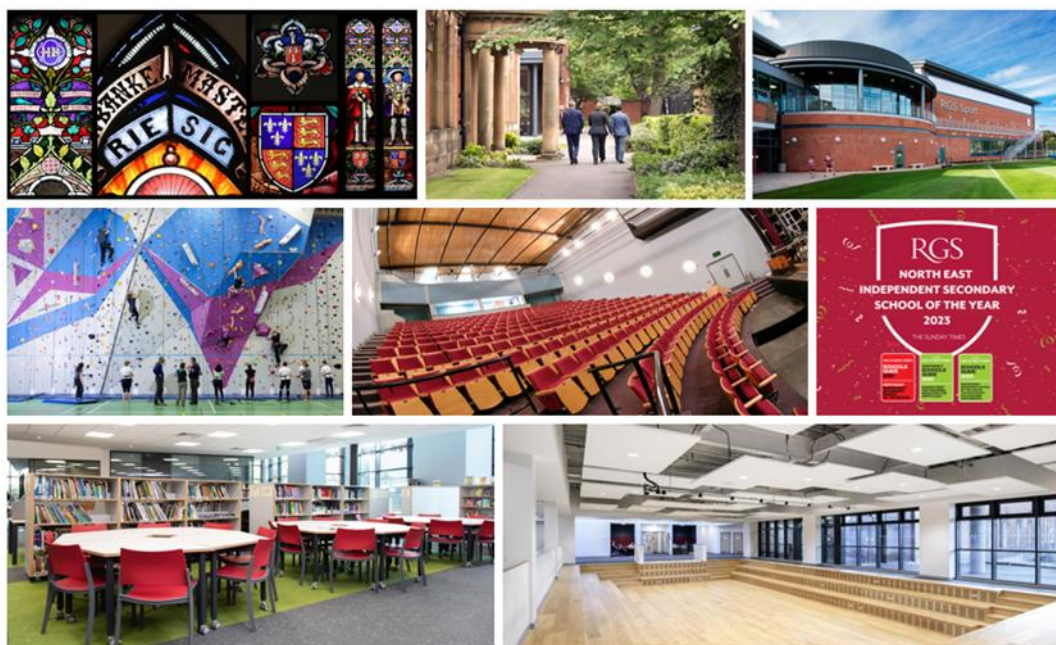


## THE SCHOOL

Thomas Horsley, the original settlor of the Royal Grammar School Newcastle (RGS) pledged his legacy to the School in 1525. Almost 500 years later, RGS continues to flourish as the premier independent school in the North East of England and as one of the country's leading schools, and the Sunday Times' North East Independent School of the Decade 2020. Most recently, RGS was awarded the Sunday Times' 2023 North East's Top Independent Secondary School for Academic Performance. We regularly lead all northern schools in national league tables and pride ourselves on academic excellence, a high level of pastoral support, involvement in a wide range of sports and other co-curricular activities, and our commitment to bursaries and partnerships.

RGS has grown substantially in recent years. There are now some 1,340 students, over 260 of whom are in the Junior School. The Sixth Form of 350 students is one of the largest in the independent sector. We became coeducational 20 years ago and girls now comprise 43% of the school.

The school is based in the heart of the city, immediately opposite Jesmond Metro station. The school occupies over 30 acres of land and has state-of-the-art facilities, including five brand new art studios, a new library, a new Sixth Form Centre, a 25m swimming pool, two Sports Halls, a Performing Arts Centre, outdoor football/rugby pitches at Mooracres, an artificial turf pitch for hockey and the former County Cricket Ground.



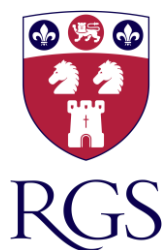
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## THE JUNIOR SCHOOL

Coursing through the veins of the Junior School community are our 4 Superpowers. We expect the children, the staff and the parents to practice and demonstrate these qualities as often as they can in their everyday lives:



Sharing the site of the Senior School, the Junior School caters for pupils aged 7-11 with three parallel classes in Year 3 and Year 4 (approx. 20 per class) and three classes in Years 5 and 6 (approx. 24 per class), to give a total school roll of 270 presently. Selection is based on performance during Assessment Days for Year 3 entrants and an entrance Examination and Activity Day for Year 5 applicants.

The majority of the teaching takes place in the purpose-built buildings of Lambton House, for Years 3 and 4, and Brandling House for Years 5 and 6. Dedicated art & design technology rooms in Lambton House and a science lab and computer suite in Years 5 and 6 before transfer (without further assessment/selection) to the Senior School.

We aim to nurture a love for learning which helps our pupils make excellent progress across KS2, but more importantly, helps them to develop qualities that are crucial in the real world: curiosity, open-mindedness, resilience, resourcefulness collaboration and reflection.

In the Junior School, we encourage children to develop their abilities through active participation, and we pride ourselves on the wide range of activities and extra-curricular opportunities on offer. Sometimes it seems as if Junior School students are never in school!

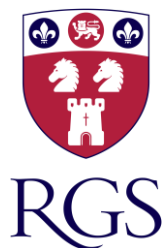


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We have a comprehensive programme of outdoor activity. Currently Year 5 have a residential visit to the North Pennines, whilst Year 4 have a wonderful week in the stunning location of Patterdale in the Lake District. Year 6 spend the second week of the autumn term under canvas up in the Cheviots, at Kirknewton near Wooler and Year 3 have an overnight stay in the Centre at the same place in the summer term. Further afield students travel at Easter to ski in the French Alps and we are hoping to launch a Year 6 Sports Tour in the near future.

In sport, we want all boys and girls to participate, whilst also aiming for excellence, and there are inter-house competitions and school teams for rugby, hockey, football, netball, cross-country running, swimming, cricket, rounders, athletics, chess and gymnastics. These sports have clubs during the week (before, during and after school) and there are further clubs for fitness, fundamental movement and fencing. Teams compete at the highest levels. The school regularly has National Champions at gymnastics and swimming, and regional and HMC champions in rugby, hockey, chess and athletics.

Performing Arts in the Junior School are also of major importance, and the quality of music and dance performers and performances is tremendous. For example, the annual Dance Championship provides opportunity for display in all genres for boys and girls to celebrate their keenness for artistic movement; and the House Music event always showcases phenomenal individual talent.

The RGS Junior School has 19 members of teaching staff, and three teaching assistants. There is some staff cross-over into the Junior School from Senior School staff in Music, Dance, and PE/Sport. Junior School staff are supportive, and the Staff Room is friendly and mixed in outlook with male and female colleagues of all ages. There is a very strong team spirit: this extends beyond the Junior School to the whole RGS staff which regularly comes together for staff training days and social events.

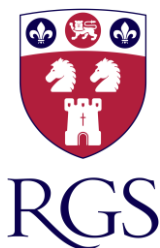


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## THE ROLE

The role will involve the delivery of an exciting number of co-curricular clubs, choreographing the dance elements of stage shows and contributing to the delivery of the PE curriculum. The clubs are generally held during lunch and after school. There is the opportunity to develop a Dance Company within senior school. A core element of the role is to organise and deliver both the Senior and Junior House Dance competitions.

The core hours are 12.30 – 17.30 Monday to Friday, term time only. In addition to these core hours, the role involves attendance at evening shows, the development of the subject, the planning of additional clubs and the identification of external coaches to deliver them.

### The delivery of the Dance curriculum:

- To develop, lead and deliver a creative and inspirational student dance programme
- To ensure that Dance is taught effectively across the school and adjusted to reflect the differing abilities of students, taking into account any special educational needs or disabilities.
- To explore cross-curricular opportunities for the development and effective promotion of Dance
- To role model excellent Dance teaching practice, actively encouraging other teachers to do the same, going 'above and beyond'
- To ensure that school responds to national initiatives / days in an appropriate and relevant manner
- To organise and deliver a JS House Dance Competition
- To assist in the delivery of the SS House Dance Competition
- To organise a dance show for the Senior and Junior schools
- Raise the profile of dance by organising regular performances of dance clubs.

### Supporting the PE curriculum:

- To assist in the delivery of non-dance PE lessons
- To lead the delivery of dance in PE across the school

### Supporting the Co-Curricular Programme:

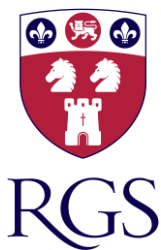
- To lead the choreography in the Y6 Summer Production
- To deliver choreography where required with senior school productions and drama events
- To deliver and or organize and staff dance clubs for each year group
- To deliver a boys' dance club in Junior School
- To deliver a range of styles including contemporary and ballet through clubs
- To develop the dance provision to ensure all students have the opportunity to access a range of genres

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- When required, to assist with fixtures and clubs for other sports
- Work towards establishing and developing a dance company

#### General:

- Be aware of and comply with policies and procedures relating to child protection and safeguarding, staff behaviour, health & safety, confidentiality and data protection and acceptable use policies, reporting all concerns to an appropriate person.
- Contribute to the overall ethos/work/aims of the school.
- Establish constructive relationships and communicate effectively with other colleagues /professionals to support achievement and progress of pupils.
- Attend and participate in key staff meetings.
- Participate in training and other learning activities as required.

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## PERSON SPECIFICATION

The successful candidate will demonstrate experience and expertise in most of the following areas. Previous experience is preferred but this is not as essential as a kind and common-sense approach to these roles.

### QUALIFICATIONS

- Appropriate safeguarding training

### KNOWLEDGE AND EXPERIENCE

- An excellent dance teacher.
- An excellent track record in developing dancers and the ability to differentiate, stretch and challenge.
- An understanding of child development, the principles of good practice; child-centered philosophy and approach.
- An understanding of the wellbeing and mental health issues facing students.
- Ability to inspire students.
- Understanding of current safeguarding and welfare responsibilities.

### SKILLS AND ABILITIES

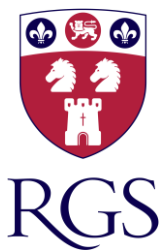
- A commitment to promoting and safeguarding the welfare of children.

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- Good ICT skills
- Experience with the following:
  - Office 365
  - MS Teams
- Excellent team working skills.
- The ability to challenge and support a range of students from the most to the least able.

#### PERSONAL ATTRIBUTES

- Commitment to the RGS School values.
- An exemplary degree of personal integrity and maturity.
- Strong organisational and administrative skills with the ability to remain calm in a fast-paced environment and work to tight deadlines, managing competing priorities.
- Highly motivated, effective and energetic.
- Good interpersonal skills.
- Empathy and commitment.
- Have a strong sense of self-awareness and be willing to learn.
- Resilient, cheerful and well organised.
- Common sense.
- A willingness to be involved in the wider life of the school.





## TERMS AND CONDITIONS

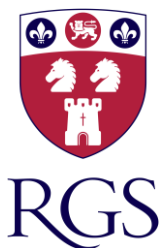
- This is a part-time, term-time only role which will include the compulsory safeguarding training at the start of each academic year and one additional staff training day each year. Payment for these days has been incorporated into the annual salary.
- This is a fixed term role until end of the 2023-2024 academic year (i.e., July 2024).
- The post will report to the Head of Junior School and the Director of Sport.
- A starting salary based of c£32k gross per annum. The pro-rata equivalent salary for this term time role is c£16k gross per annum.
- RGS support staff salaries are reviewed on 1<sup>st</sup> August each year.
- Core working hours will be 12.30 – 17.30 (25 hours per week, 5 hours per day), Monday to Friday during term time.
- RGS staff salaries are reviewed on 1<sup>st</sup> August each year.
- During term-time, staff are provided with a free lunch, if on site.
- The employee will be entitled to normal school holidays and payment for holidays has already been incorporated into the salary.
- For non-teaching staff we offer a support staff pension scheme with Aviva and on receipt of a 6% employee contribution the school makes an employer contribution of 10%. There is also the option of a 3% employee and 5% employer contribution if preferred.
- Membership to life assurance scheme through Aviva which pays out 5x annual salary in the event of death in service.
- The employee will become eligible for sick pay under the RGS Support Staff Sick Pay Scheme. Details of the scheme will be provided on appointment.
- The school also offers an optional healthcare plan for all staff which includes optical, dental and physio cover, access to telephone GP consultations and a host of other benefits (terms and conditions apply).
- The employee will be required to comply with a range of RGS policies, in particular, those regarding Data Protection, use of ICT facilities, Child protection and Health and Safety, a copy of which will be made available.
- As with all RGS employees, the employee will be encouraged to become involved in the wider life of the RGS community.
- It is the School's policy is to allow all eligible members of staff to educate their children at the school at concessionary rates, subject to their children meeting the academic entry requirements and subject to a place being available.
- There is a staff car park on site with limited spaces available.
- Ongoing educational support and development of all staff with the provision of external and internal training courses, and our middle leaders training programme for existing and aspiring managers.
- We offer an interest free travel loan for a corporate Metro travel pass.
- Opportunity to see free school productions in the Miller Theatre located in our Performing Arts Centre.
- Free use of a well-equipped gym, fitness suite and swimming pool.

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- Access to our onsite confidential counselling service.
- We offer access to the school medical team (1 doctor and 2 nurses) for triage medical advice and free flu vaccinations.
- Invitation to join staff clubs and wellbeing activities during term-time.
- Staff social events throughout the year.
- Supportive and friendly community.
- Opportunity to join in with RGS tradition and become a member of the Stowell, Collingwood, Horsley or Eldon House.

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## HOW TO APPLY

Candidates are advised to read the 'Information for Applicants' with particular care before applying.

If you have any queries, please do not hesitate to email James Miller (Head of Junior School), details can be found below. If, having looked through the website ([www.rgs.newcastle.sch.uk](http://www.rgs.newcastle.sch.uk)) and read this job information pack and the Information for Applicants, you think this particular post would suit you, please say so (and why) in:

1. A covering letter and
2. A fully completed RGS application form.

You must complete the application form, even if you want to also attach a CV. You are welcome to apply electronically, please email all documents to [jobs@rgs.newcastle.sch.uk](mailto:jobs@rgs.newcastle.sch.uk) by the closing date.

**The closing date for this role is 9.00am Monday 5<sup>th</sup> June 2023**

Interviews will be held shortly after the closing date. We will hope to make the appointment as soon as possible following interview, offering the post and gaining acceptance.

Reasonable travel expenses will be considered to attend an interview if candidates live outside the local area. This is normally up to a maximum contribution of £100 on provision of receipts. If your expenses will be significantly higher than £100 and an overnight stay is required, please note all expenses will need to be booked and approved in advance. If you plan to claim expenses, please contact the Head's Secretary, Sandra Ellis [S.Ellis@rgs.newcastle.sch.uk](mailto:S.Ellis@rgs.newcastle.sch.uk) in advance of your interview, who will talk you through the policy and advise on eligibility for reimbursement.

### Safeguarding and Safer Recruitment

RGS is committed to the safeguarding of children and promoting the welfare of children and young people and expects all staff, volunteers and those working in school to share this commitment. The school applies the Government's Safer Recruitment procedures to all candidates. More information regarding the checks can be found in the Information

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for Applicants and 'Keeping Children Safe in Education' (September 2022).

### Equal Opportunities

We are looking to appoint staff from a wide variety of backgrounds. Not just because it is the right thing to do but because at the RGS we recognise that those different experiences provide fresh perspectives, opportunities to challenge existing beliefs and provide opportunities to act as excellent role models for our diverse student body. We are committed to creating an inclusive and diverse school culture and our staff are at the heart of this. We are proud to be an equal opportunities employer and all qualified applicants will receive consideration for employment regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships. Whilst all applications are considered on merit, we would particularly welcome applications from black and minority ethnic candidates who are currently under-represented in our staff community.

We encourage all candidates to complete an 'equal opportunities' form with your application. This will be sent directly to the HR team for monitoring purposes.

### CONTACT DETAILS

Royal Grammar School Eskdale Terrace Newcastle upon Tyne NE2 4DX

Tel: 0191 281 5711

General enquiries:

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