

TEACHER OF BALLET (PART-TIME) PERMANENT ROLE TO START SEPTEMBER 2025

Thank you for showing an interest in this post. We hope that the following information about St Helen's school and job description will help you to decide that this is an application which you wish to pursue.



WELCOME TO ST HELEN'S

St Helen's School is a large, thriving all-through school and many of the girls who leave us at the end of Year 13 have been with us since Nursery or Reception. We are ambitious for every single girl: that she achieves her potential; that she leaves us to embark upon an exciting and fulfilling future, able to deal with whatever life throws at her with resilience and courage; that she possesses inner confidence, strong personal integrity, and a sense of fun; that she is ready to go out into the world and make a difference.

St Helen's has a long tradition of academic excellence which encourages girls to pursue intellectual curiosity beyond the curriculum. We are proud of our 2024 results where 82% of A Level students obtained A*-B grades and 81% of GCSE awards were graded 9-7. Sixth Formers go on to established, high-ranking universities including Oxford and Cambridge, with more than a third studying STEM subjects. However, we give our girls much more than just academic success; our Co-Curricular programme is rich and varied, and our pastoral care ensures that every girl is known, valued, and cared for.

Within easy reach of central London, our school is set in 21 acres of grounds and, just as we are proud of our students' academic achievements and their personal development, we are also proud of our facilities and buildings. We have invested significantly in developing our facilities over the last ten years.

St Helen's has a warm and lively atmosphere that makes it a rewarding and exciting place to work. Our staff and our pupils look out for each other and encourage each other to be the best possible version of themselves. As such, you will play a vital role in supporting the school in the next stage of its journey. We look forward to receiving your application.

Bridget Ward
Head



St Helen's School

THE SCHOOL

St Helen's is an academically selective independent girls' day school for over 1100 students aged 3-18, set in beautiful green space in Northwood, Middlesex.

It draws pupils from a wide area of north-west London, Buckinghamshire, and Hertfordshire with easy access by Underground from central London.

We want our students to be ever intellectually curious. They will believe they can do anything. They will want to explore how they can best interact with the world around them and make a difference for the better in their own way. They will be ready for whatever the future brings.



Our aims are:

- To provide each and every girl with the opportunity and means to achieve academic excellence.
- To provide our students with the personal skills, emotional resilience, and the confidence to achieve their full potential through a varied, rich and challenging Co-Curricular programme.
- To know, value and respect all girls as individuals so as to best support them on their journey through the school.
- To ensure that the girls are ready to play a full and active part in their communities and in an interconnected digital world.

Our students achieve high academic standards, and we encourage them to develop lifelong skills in a diverse range of areas, both within and outside the curriculum, and to pursue their individual ambitions. The school is proud of its tradition of providing a balanced and forward-looking education through which its pupils can become confident, independent learners and leaders in their fields, their professions, and their communities. Attention to the individual child is at the heart of everything we do and shapes the pastoral care, teaching and learning and the co-curricular opportunities on offer at St Helen's.

THE BALLET and PE DEPARTMENT

The Ballet Team consists of 9 Teachers of Ballet and 2 Ballet Pianists, all of whom report into the Lead Ballet Teacher. In addition, the PE Department has seven full-time and five part-time members of staff, providing a wide range of expertise and provision of numerous activities, both Curricular and Co-Curricular. The school also has several specialist coaching staff who currently support teaching in the following areas: Swimming, Tennis, Gymnastics and Dance. St Helen's is also the Pentathlon GB Hub School for the whole of North London.

PREP SCHOOL EYFS & KS1 (NURSERY - YEAR 2)

These phases cater for around 215 pupils aged 3-6 years old, with an average class size of 18. The pupils in these phases all take ballet as part of the PE Curriculum. All Year 2 girls are invited to sit the Royal Academy of Dance Primary in Dance Examination in the Spring term.



St Helen's School

PREP SCHOOL KS2 (YEAR 3 - YEAR 6)

This phase of the school caters for around 250 pupils aged 7-11 years old, with an average class size of 22. Ballet is offered as a co-curricular activity from Year 3 onwards working towards Royal Academy of Dance examinations from Grade 1 – Grade 3.

SENIOR SCHOOL (UPPER SCHOOL AND SIXTH FORM: YEARS 10-13)

We have students who choose to continue with their ballet studies throughout the Senior School and offer preparation towards Royal Academy of Dance examinations from Grade 4-8.

THE POST

St Helen's is committed to delivering high quality Classical Ballet instruction as part of the curriculum in St Helen's Prep School and as part of the co-curricular programme in Junior and Senior School. A team of full time and part time staff lead this provision.



THE PURPOSE

To lead and develop high-quality Classical Ballet lessons that fosters participation, performance, and a lifelong love of dance. The post holder will also promote excellence, inclusivity, and engagement across all age groups.

All ballet teachers report to the Lead Ballet Teacher.

We are looking to appoint two Ballet Teachers to work 5 hours each Friday, 12.30pm – 5.30pm, during term time plus attendance at INSET Days.

MAIN RESPONSIBILITIES

- Preparing and delivering Classical Ballet lessons of the highest quality.
- Promoting the highest standards of Ballet for each individual pupil.
- Contributing as required to the development of appropriate schemes of work.
- Preparing students for Royal Academy of Dance Ballet examinations – Primary to Grade 8.
- Sharing information as required – with parents and teachers – on the progress of pupils.
- Maintaining an understanding of the requirements of the Royal Academy of Dance examination requirements, and of current developments in the teaching of Classical Ballet.
- Attending termly inset meetings, the content of which will be agreed by the Lead Teacher of Ballet, Director of Sport, Health and Safety Manager and the Deputy Heads.

Other Duties:

- Carry out such duties as may reasonably be required by the Lead Ballet Teacher and Director of Sport.
- Support and promote the school's ethos, aims and objectives.
- Work towards and support the school vision and the current school objectives outlined in the School Strategic Plan



St Helen's School

- Promote and safeguard the welfare of pupils and adhere to and ensure compliance with the School's Safeguarding and Child Protection Policy
- Promote and support pupil wellbeing by providing pastoral care, monitoring student progress, and fostering a positive and inclusive classroom environment as a dedicated form tutor.
- Maintaining good order and discipline among the pupils and safeguarding their health and safety both when they are on the school premises and when they are engaged in authorised school activities elsewhere.
- Promote equality of opportunity for all students and staff
- Help sustain a school culture and curriculum which promotes an ethical education for all including promoting positive strategies for challenging discrimination of any kind.
- Maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with pupils, parents, and colleagues.
- Undertake other reasonable duties related to the job purpose required from time to time.

THE PERSON

It is essential for the successful candidate to have the following qualifications, experience, and personal attributes:

- Experience of teaching Ballet and preparing students for Royal Academy of Dance examinations
- A level 4 dance teaching qualification endorsed by a recognised education body
- A passion and enthusiasm for Ballet as a subject.
- A love of teaching and learning and a commitment to further professional development.
- Be able to work well with others and develop the curriculum through collaborative planning.

- Ability to plan and prioritise workload to meet deadline, including managing multiple tasks/ projects/priorities simultaneously.
- Calm under pressure, ability to remain articulate, and be a confident communicator.

It is desirable for the successful candidate to have the following qualifications, experience, and personal attributes:

- Undergraduate qualification in dance
- Experience of teaching Ballet in an independent school setting.

BENEFITS

- Competitive pay
- 50% fee remission for staff children subject to spaces and entry examinations (pro rata for part time staff)
- A strong culture of professional development
- Access to the School's swimming pool and fitness suite
- Free on-site parking and excellent public transport links
- Free lunch and refreshments
- Generous occupational sick pay
- A beautiful working environment – the school is set in a conservation site in excess of 20 acres.
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APPLICATION PROCESS

Closing date: **8am on Friday 12th September 2025**

Please apply as soon as possible as shortlisting/interviews will progress up until the closing date. Should a suitable candidate be appointed, we reserve the right to close the advert early.

Due to the volume of applicants, we receive, if you do not hear from us within 4 weeks of the closing date, please assume we will not be progressing your application further on this occasion.



THE SELECTION PROCESS

Shortlisted candidates will be invited to the school where they will be interviewed by the Lead Ballet Teacher, be observed teaching a lesson, have a tour of the school and meet other members of the Department.

St Helen's school is committed to safeguarding and promoting the welfare of children and young people, as detailed in Part 3 (Safer Recruitment) of the KCSIE 2024 guidance document. Applicants will be asked for proof of right to work in the UK and undergo child protection screening, including checks with past employers and the disclosure and barring service.

If you have any queries about this position, please contact the school at recruitment@sthelens.london

