



ROYAL  
BALLET  
SCHOOL



# JOIN OUR TEAM

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WORK AT THE ROYAL BALLET SCHOOL

# ABOUT US

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We are a global organisation with an important mission: to nurture, train and educate exceptional classical ballet dancers and to set the standard for dance training worldwide.

As a boarding school, a performing arts organisation and a charity, our team is varied. Our staff have specialist skills in dance, academics, pastoral care, healthcare, outreach, marketing, fundraising, and operations - to name a few.

We look for committed, enthusiastic candidates who demonstrate the skills and experience we need.

People are the key to our success - we attract, retain, develop and motivate the best in their fields to share our commitment to providing excellent care and education for our aspiring dancers and dance teachers.

## OUR VALUES

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**ACTIVELY  
WIDENING  
ACCESS**

**OUR HERITAGE  
NOURISHES  
OUR FUTURE**

**STRIVING FOR  
EXCELLENCE**

**NURTURING  
INDIVIDUALS**

**ALWAYS  
INNOVATING**

# WHAT'S IN IT FOR YOU?

Our full-time students are based at White Lodge in Richmond Park and Upper School in Covent Garden.

There are two additional boarding houses for Upper School students in Pimlico and Covent Garden. We also have offices on Bedford Street in Covent Garden.

The Royal Ballet School operates in locations worldwide, including different [Associate centres](#) and venues for [Intensive Courses](#).

Across our sites, there are a total of 280 employees. Wherever they work, our team respect each other, knowing everyone has a unique part to play in our organisation's mission. Our workspaces are friendly, welcoming and inclusive. Our employees share a passion for the arts in society and for supporting individuals to reach their full potential.



**GENEROUS  
PENSION  
SCHEME**



**TECH AND  
ELECTRIC  
VEHICLE SCHEME**



**CYCLE TO  
WORK  
SCHEME**



**EMPLOYEE  
ASSISTANCE  
PROGRAMME**



**LEARNING AND  
DEVELOPMENT  
OPPORTUNITIES**



**SEASON  
TICKET  
LOAN**



**GENEROUS  
ANNUAL  
LEAVE**



**DISCOUNTS  
OFF A VARIETY  
OF BRANDS**



**LEAD TEACHER  
OF FRENCH**

# APPLICATION DETAILS

## LOCATION:

White Lodge, Richmond Park

## START DATE:

1 September 2026

## SALARY:

The School has its own pay scale and the starting salary point will take into consideration knowledge, skills and experience. There will be an additional monetary allowance in recognition of the lead teacher role.

## HOURS:

0.4 FTE (approx.). This is a part-time post based on a normal working week of Monday - Friday during term time. The School will try to accommodate all teaching into 2.5 or 3 days each week, but cannot guarantee this in any particular year. There are no academic lessons on Saturdays, however all staff are expected to undertake weekend activities in line with the details below and applicants should be aware that there are a number of parent's meetings and other formal school events at the weekend.

## OVERALL PURPOSE OF THE POST

To be an integral member of the wider academic team, as both a teacher and academic tutor, delivering inspirational learning that motivates young people to achieve their very best. To lead the French department, (KS3 & KS4), and promote the subject within the school to encourage, as far as possible, uptake at KS4.



## APPLICATION CLOSING DATE:

8 May 2026. Applications will be screened on submission. The School reserves the right to interview and appoint if a suitable candidate is found before the closing date.

## **SUMMARY OF THE ROLE**

This role is responsible for the successful running of the department (KS3 and KS4) with, currently, line-management responsibility of one other member of teaching staff. The post holder will deliver up-to-date and relevant lessons using a range of teaching methods, fully utilising digital technology. All students have iPads and MS Teams is the digital learning platform that the School uses. The post holder is required to play a full and active role in the broader life of the School, pastorally and artistically and events such as weekend activities.

All new academic staff, who are non-residential, are required to commit to one evening duty every two school weeks in one of the boarding houses by arrangement with the Assistant Principal (Pastoral & Welfare).

## **MAIN DUTIES**

### **ROLE PURPOSE**

- To be responsible for the successful running of the department
- To teach Key Stage 3 and 4 in line with the prevailing curriculum offer
- To contribute to the highest academic standards at The Royal Ballet School
- Support the aims and ethos of the School.

Lead teachers are expected to fulfil the requirements of a teacher and Academic Tutor at The Royal Ballet School. In addition, they are responsible for the overall leadership of their department as follows:

### **CURRICULUM**

- Producing an annual Departmental (Curriculum) Review and Handbook in line with the School's objectives
- Selecting appropriate specifications (where relevant) and devising, producing and updating Scheme's of Work for these
- Promoting and monitoring student progress
- Ensuring appropriate preparation for public (external) and/or internal examinations
- Providing up-to-date information on the subject for the School's website, and for the current and prospective parents
- Ensuring that subject provision is in line with current best practice and developments in the subject.

## MANAGEMENT (of self and others within the team)

- Ensuring high teaching and learning standards are maintained
- Ensuring the quality of departmental reporting and assessment is in line with School policy
- Undertake the relevant CPD and peer observation internally and externally
- Communicating with parents as needed; including the handling of departmental/curriculum concerns
- Lead the staff development review with team members as required.

## ADMINISTRATION

- Managing the curriculum/departmental budget
- Ensuring appropriate resources to support delivery of the subject
- Ensuring that classroom noticeboards have relevant and current displays
- Ensuring all examination records and entries are accurate and timely
- Maintaining good general administrative 'housekeeping'.

## TEACHING

Academic Teachers are encouraged to take a full and active part in the life of the School departmentally, pastorally and artistically. This would include attendance at all significant school events, functions, performances, parents' meetings, Inset (approximately 7 days) and so on.



The expectations below are all assumed to be in line with relevant School and departmental policies.

- Planning and preparing lessons with due regard for the need for differentiation
- Setting and marking work and recording marks as required
- Promoting, monitoring and encouraging student progress
- Maintaining good order and discipline in line with the School's Behaviour Policy
- Producing accurate, timely reports as required
- Preparing students for public (external) and internal examinations
- Attending staff, academic and progress meetings and assemblies
- Contributing to departmental activities such as displays, trips, curriculum resources, Scheme's of Work and so on.

## TUTORING

All teaching staff are expected to act as an Academic Tutor which includes:

- Acting as the prime point of contact for all academic matters
- Monitoring and supporting academic attainment and effort
- Meeting regularly with tutees to set and review targets on a half-termly basis
- Reporting on academic progress at Progress and other relevant meetings
- Liaising with house and artistic staff over academic progress as needed
- Writing reports as required by the Reporting & Assessment Policy
- Proof-reading reports for all tutees' reports
- Proactively communicating with parents on academic matters
- Delivering PSHE as per timetable during tutor sessions and assemblies.

## GENERAL

- Contribute to School House events
- Undertake student supervision as needed, including on school trips
- Provide cover as needed
- Registering students
- Communicating with parents as needed
- To undertake prep-boarding duties approximately once every two weeks
- To contribute to the weekend activities programme approximately twice per term.



## PERSON SPECIFICATION

### ESSENTIAL CRITERIA

- Well-qualified French Teacher
- A recognised teaching qualification
- Good degree in French (or applicable subject)
- Strong communication skills and able to develop effective relationships with young people, their parents and colleagues
- Capable of maintaining correct professional etiquette and courtesy with students, parents and colleagues
- The flexibility and proactivity of approach needed to contribute effectively to the running of a small school
- Excellent IT skills with experience in using Microsoft Office programs and interactive teaching applications
- The commitment to teaching in an all-ability environment where differentiation is key
- The desire to motivate excellent achievement for students requiring SEND/EAL support
- The passion and dedication to set the highest standards for all the young people you teach
- Empathy with the aims and ethos of the School
- Own transport (White Lodge is not on the public transport network).

### DESIRABLE CRITERIA

- A desire to be involved in boarding
- Experience of teaching with SMART boards and other digital technologies.



## SAFEGUARDING DUTIES AND RESPONSIBILITIES

The School is committed to safeguarding and promoting the welfare of children and young people and recognises that safeguarding and promoting the welfare of children is everyone's responsibility. The School expects all staff and volunteers to share this commitment to children's safeguarding and to share this child-centred approach. This approach means that staff must consider, at all times, what is in the best interests of the child. Additionally, the following is expected of all staff:

- To uphold the School's policies relating to safeguarding and child protection, behaviour, health and safety and all other relevant policies
- To promote and safeguard the welfare of children and young persons for whom you are responsible and come into contact with
- To report any safeguarding concerns using the relevant channels, such as informing the Designated Safeguarding Lead, in a timely and appropriate manner
- To ensure full compliance with all statutory regulations, particularly the most recent Keeping Children Safe in Education, and to communicate concerns to the Designated Safeguarding Lead, other relevant staff of The Royal Ballet School or local children's services as appropriate.

We are committed to creating an environment where all our employees feel part of our team and can flourish, regardless of their background. We're proud to be an inclusive workplace that promotes and values diversity.

The information detailed here about this role should not be considered encompassing. Over time, the emphasis of the job may change without changing the general characterisation of the role or the level of duties and responsibilities. This information will be periodically reviewed and revised in consultation with the postholder.



**CLICK HERE  
TO APPLY**

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ASSISTANCE  
WITH YOUR  
APPLICATION**

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CONTACT US  
IF YOU HAVE  
QUESTIONS**

