



LORENDEN

Head of Music required for September 2019

Permanent, part-time (0.5) with an option for this to be part of a full-time role*

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Introduction

Lorenden Prep School is a small school of approximately 110 pupils with an excellent local reputation; most pupils come to the school from recommendations from other parents or staff. It is a friendly, family environment with one form entry and with high expectations of pupils of all ages. In 2018 Lorenden celebrated its 25th anniversary and was awarded the highest grades of 'Excellent' in all categories in its ISI inspection in November. The Head is a member of IAPS and Lorenden is an acquired school in the Methodist Independent Schools Trust.

Lorenden has flourished because staff have given generously and willingly of their time and energy to aid the academic and personal development of the pupils in the many forms that this may take.

It is the abiding hope of the Governors and Head that all staff will approach their employment by the school in that same spirit. We develop self-disciplined, thoughtful children with a cheerful 'can-do' attitude to life and a strong sense of fair play. We thoroughly prepare our children socially, physically and intellectually for secondary education so that they can take with them happy memories of their time with us.

We are looking for an 'outstanding', enthusiastic and committed teacher to lead Music from Nursery to Year 6 for September 2019. You will be a teacher with the ability and passion to interest and inspire children of all ages who, in the majority, will be successful at grammar school entry or who will receive a scholarship entry to independent senior school.

Our classes are small and our children are well known to us all. As a Lorenden teacher you will prize effort, be able to challenge pupils of all abilities and be able to demonstrate excellent pastoral care and discipline. As a Head of Music you will inspire the whole community to engage with music to the very best of their abilities.

Scope

The role is part-time and permanent, subject to a probationary period.

The role has a degree of flexibility as to which days can be worked

The role is 0.5 of full-time, with an option for it to be part of a full-time role*.

The role is suitable for an NQT with the appropriate skill set and attitude.

The role reports to the Head.

There are a number of staff INSET days outside of term time which are published in advance.

There are a number of events that staff attend including the Summer Fair, Speech Day.

The role includes activities at lunch / after school.

Job Description

The Head of Music's role is including, but not limited to, the following:

- Demonstrate excellent subject and curriculum knowledge;
- Make rigorous provision for the range of ability within the classes; be aware of pupils' capabilities, prior knowledge and plan to build on these;
- Ensure a vibrant musical curriculum is delivered and includes some digital composition for Key Stage 2 (e.g. Garageband or similar)
- Enthuse and inspire the whole community in music making
- Line manage the peripatetic staff
- Run / organise after school / before school / lunchtime music clubs
- Raise the profile of music and its excellence within the school and within the local community.
- Organise regular concerts, performances for assemblies and external performing opportunities.
- Accompany pupils for assemblies / concerts and for rehearsals (including adhoc rehearsals), and accompany ensembles and choirs in rehearsals and performances.
- Build relationships with local music community.
- Be flexible in arranging / organising and delivering rehearsals with soloists / classes / school.
- Mark children's work promptly in accordance with the school's Marking Policy: take part in regular scrutiny and evaluation;
- Set high expectations of the class in terms of academic work, behaviour and general attitude, reminding children regularly of the school rules and behaviour and discipline expectations;
- Teach Nursery - Year 6 pupils each week.
- Plan for the long, medium and short term as directed by the school;

- Take responsibility for contributing to the well-being and pastoral care of each pupil;
- Guide pupils to reflect on the progress they have made and their next steps;
- Maintain up-to-date regular tracking data and digital recordings of each child's progress in music as required by the school's Assessment Policy and as directed by the Head or Deputy Head;
- Be accountable for pupils' attainment, progress and outcomes in subjects taught ;
- Monitor required AEN information and take appropriate action
- Ensure children are rewarded using the school's Gem system
- Make accurate and productive use of assessment (formative and summative; to monitor, set targets, plan, give feedback)
- Put up a music display on one notice board for a period each year.
- Write end of term reports / reviews as required;
- Take part in playground duties and the supervision responsibility this entails;
- Set homework as appropriate for older pupils (e.g. song learning for productions / concerts);
- Liaise with the Head or Deputy Head, or other staff regarding problems, as appropriate;
- Liaise with Special Needs staff as necessary;
- Attend Parents' Evening and make notes of discussions;
- Be aware of any medical problems; to fill in an accident report form if on duty, or present at the time of an accident, ensuring that parents / staff are informed about accidents;
- Attend regular INSET in order to remain up-to-date with current initiatives;
- Make a positive contribution to the wider life and ethos of the school;
- Develop effective professional relationships with colleagues
- To be aware of all school policy and implement these policies, especially those related to the safeguarding, supervision, first aid, health and safety, emergency procedures, anti-bullying and behaviour and discipline.
- Organise trips and events for the class to enhance their learning
- Provide information for newsletters and news stories for the website
- Be willing to be fully involved in the life of this busy independent prep school
- Participate in the school's appraisal system

- Keep up to date with the latest best practice, guidance, standards and requirements for Prep / primary education and language teaching in particular
- Be punctual and professional at all times.

Person Specification

A degree in Music

A PGCE or equivalent recognised school classroom teaching qualification with music specialism at Primary or Secondary level.

(A BA Ed. or equivalent, with a music specialism is an comparable equivalent to the above 2 requirement)

Qualified teacher or embarking on NQT year

An 'outstanding' / excellent teacher clearly able to teach Nursery - Year 6.

A leader and inspiring individual

Able to lead choirs / ensembles to a high standard

Able to play the piano to an excellent standard, including sight-reading and accompanying

Ability to teach some digital composition

Ability to contribute musically to the Year 3-6 Able and Interested programme

A team player; ability to work well with colleagues

Able to engage with the local community and build contacts.

Resilient

Organised

Adaptable

Kind and honest

Committed and willing to go the extra mile

Able to work to a high level independently; use initiative

High expectations of pupils

Willing to learn and to improve own practice

Friendly and approachable to colleagues, parents and pupils

Committed to safeguarding pupils

Dates and Deadlines

Applicants who wish to visit before submitting an application are welcome to do so - please contact us to arrange.

**Please contact the school if you are interested in the option for this to be part of a full-time role, so we can discuss with you prior to your application.*

Deadline for Applications: Sunday 31 March at 4pm

References will be sought for short-listed candidates prior to the interview date.

Interview Dates: Wed 3 - Fri 5 April 2019 (1 day)

Lorenden Prep School is committed to safeguarding and promoting the welfare of children, and young people and expect all staff and volunteers to share this commitment. All applicants must be willing to undergo child protection screening, including checks with past employers and Disclosure and Barring Service.

Safeguarding is of the highest priority at Lorenden and forms part of the interview and reference checks.