



JOB DESCRIPTION

JOB TITLE	Teacher of Music
DEPARTMENT/SECTION	Music
LINE MANAGER	Director of Music

SAFEGUARDING:

Forest School is committed to safeguarding and promoting the welfare of children.

The postholder will be required to;

- Complete an Enhanced Disclosure and Barring Check (DBS).
- Complete Child Protection Training.
- Promote and safeguard the welfare of all children and young persons they are responsible for, or with whom they come into contact.

JOB SUMMARY AND CONTEXT:

The successful candidate will be an excellent, inspiring classroom practitioner with a zeal for the study of music and a philosophy of education that aligns with the Teaching and Learning policy of Forest School, and the departmental ethos. The role involves teaching music to a variety of classes at KS3, KS4 and teaching part of the A level curriculum. You will be joining a team of two other full-time academic music teachers plus the Director of Music. There is also a Head of Co-curricular Music, a full-time Music Administrator and a team of 38 Visiting Music Teachers. The busy co-curricular life of the department is delivered by both the academic and visiting staff and you would also be involved in this. This role is suitable for an ECT or a teacher with some experience.

Music is compulsory in Years 7 and 8, and is an optional subject in Year 9. The department currently uses the Edexcel syllabus for GCSE and the AQA syllabus for A level. There is an ambition to reintroduce Music Technology A level. Music Technology is offered to all year groups as part of the Activities Programme. The department is housed in its own purpose built accommodation, with three classrooms, a Recital Room, and twelve instrumental teaching/practice rooms. Two of the classrooms are furnished with Mac computers and the pupils have access to Garageband, Logic Pro, Sibelius Ultimate, SoundTrap and Noteflight software. The departmental policy is to treat the pupils as musicians, and to develop musicianship and mastery of musical skills. Forest is a Microsoft school, and utilises Office 365, class OneNote, and Teams within the classroom; pupils bring their own device to lessons, and technology is used where it enhances the learning process.

The Music Department is highly successful and continues to develop its provision both within the classroom, through the extensive co-curricular programme, and beyond the school's perimeters via outreach and partnership opportunities.

Forest has a strong record of healthy numbers of pupils studying music at GCSE and A level, with a consistent record of pupils going on to study music at university and conservatoire. Recent destinations include: Cambridge, York, and Manchester universities (including to the joint course between Manchester and the RNCM), the Royal Northern College of Music, The Royal Conservatoire of Scotland, The Royal College of Music, and Trinity Laban Conservatoire.

KEY DUTIES AND RESPONSIBILITIES:

Teaching and learning

- Strive to be an excellent classroom teacher who inspires and challenges the pupils
- Teach music to a variety of classes at KS3, KS4, and KS5
- Contribute to maintaining classroom resources and displays
- Attend and contribute to department meetings
- Contribute to the organisation and running of relevant trips to concerts and shows in London for KS3, GCSE, A level groups, linking these to the curriculum wherever possible

Co-curricular:

- Recruit to, rehearse and conduct ensembles and/or choirs as agreed with the Director of Music
- Assist with the organisation of recitals and concerts
- Assist as part of the team running the Year 7 Choir
- Contribute as necessary to departmental outreach projects

TEACHER - GENERIC DUTIES AND RESPONSIBILITIES

Below sets out the generic main duties and responsibilities of any teacher at Forest School. Those holding positions of responsibility have specific job descriptions in addition to the duties described below. Above all, Forest School teachers are professionals who carry out their duties responsibly and with regard for the best interests of their pupils and the School.

Teaching and Learning

- Plan, prepare and deliver purposeful and productive lessons to assigned classes.
- Be prepared to innovate and devise imaginatively varied ways of teaching their subjects to inspire pupils.
- Encourage pupils and show enthusiasm for their subject in the classroom.
- Mark work according to departmental and School marking policies, giving appropriate feedback and maintaining records of pupils' progress in their subject.
- Demonstrate an awareness of Assessment for Learning strategies and personalise the learning of all pupils, as appropriate.
- Select and use a range of different learning resources and teaching styles, appropriate to subject and topic.
- Participate in mutual lesson observations both within and beyond their department as a part of sharing best practice.
- Use teaching strategies that allow for the full range of ability in each class, particularly taking into account the learning needs of SEN pupils.
- Research new topic areas and maintain up-to-date subject knowledge.
- Undertake report writing and the award of internal grades as required

In the Department

- Carry out any reasonable subject-related duties assigned to them by their Head of Department.
- Attend department meetings and moderation meetings as requested by their Head of Department.
- Contribute to the Department's devising and writing of new subject materials when required.
- Make themselves familiar with the contents of their Department Handbook and endeavour to follow closely the guidance and Schemes of Work provided in this document.

Co-Curricular

- Contribute imaginatively to the co-curricular, extra-curricular and sporting programmes of the School as required by the Head of Department, Deputy Head Co-Curricular or the Heads of Section and Preparatory Schools, and be prepared to run or assist with activities beyond lesson times and on Saturdays when required.
- Take part in the outdoor programme of the School in activities ranging from Games to the Duke of Edinburgh's Award and the Combined Cadet Force.

Pastoral

- Ensure that they are familiar with the School's health and safety guidance and be responsible of their own health and safety and that of their pupils.
- If full-time, be prepared to undertake the pastoral role of a form tutor.
- Manage pupil behaviour in the classroom, establish an orderly working environment and ensure the safety and good conduct of the pupils, following the guidance in the Behaviour Policy (and the Disciplinary Framework) and to enforce the pupils' Code of Conduct and Dress Code.
- If present in School, attend assemblies and Chapel, supervising the pupils, unless permission has been granted by the Deputy Warden that they be excused.

Other Professional Duties

- Support and foster the aims of the School.
- Make themselves familiar with the contents of the Staff Handbook, the School's aims and policies and endeavour to follow these closely.
- Carry out such duties, including cover for absent colleagues and examination invigilation, as are allocated to them by their Head of Department or Senior Teachers, punctually and efficiently.
- Attend staff meetings, parents' evenings, Commemoration Day, Inset sessions and similar important functions both in and out of normal School hours, and participate in the main Saturday Open Day for prospective parents and pupils.
- Notify their Head of Department and the Director of Studies as early as possible if they are going to be absent from School and set rigorous, appropriate work.
- Attend relevant in-service training each year, after obtaining the consent of their Head of Department and the Head of School.
- Take part in the School's performance management scheme and appraisal

FOREST SCHOOL'S POLICY AND PROCEDURE

The postholder is required to actively follow and abide by all Forest policies and procedures including Equal Opportunities, Staff Code of Conduct, Safer Recruitment and Child Protection, and will maintain an awareness and observation of Fire and Health & Safety Regulations

If during the course of time the duties and responsibilities should change, the job description will be reviewed and amended in consultation with the postholder.

The postholder will carry out any other duties as are within the scope, spirit and purpose of this job description as requested the line manager or Head of Department/Section.