



Beechwood Park

*Our future
starts here*

Recruitment Information Pack

Instrumental Music Teacher - Upper Brass



A warm welcome to Beechwood Park School

I am delighted that you are considering the role of Instrumental Music Teacher here at Beechwood Park School, joining our team of happy, dedicated staff.

We are an award-winning, co-educational preparatory school for children aged 3-13, set in 60 acres of idyllic parkland and woodland in the beautiful Hertfordshire countryside. We are located on the outskirts of the village of Markyate, six miles west of Harpenden, close to the border with Bedfordshire.

In January 2026 we announced the joining together of Beechwood Park School and St Albans School, uniting two schools with a shared ethos, a strong sense of community, and a long history of partnership. By joining together, we strengthened both schools and enhanced the opportunity for a continuous, high-quality education from ages 3 to 18, for families who choose it.

Our mission is simple: to help every child become the best version of themselves, and we recruit extraordinary people to help us to achieve this.

You would be joining a school that was awarded a significant strength at its most recent ISI Inspection, alongside a fully compliant and clean bill of health. Our highly experienced and friendly team of staff, excellent facilities, resources and opportunities make Beechwood Park an extremely exciting place to work.

Please read on for more details about the role, we look forward to seeing you soon. Your recruitment journey starts here. Our future starts here.

Best wishes,

Christian Pritchard

Headmaster



A little about us

Beechwood Park School is an incredibly special place to work and learn. Set in impressive grounds, the gardens of which were originally designed by Capability Brown, our main school building is a stunning Georgian Manor House. The school was founded in 1964, and has expanded over the years with the addition of Pre-Prep and Middle School buildings. In 2005 Beechwood Park extended its provision to include an off-site nursery, then opened our purpose built Woodlands Nursery on site in 2015.

The school site incorporates 11 sports pitches, a wonderful Forest School with an outdoor classroom, an indoor swimming pool, recording studio, music technology suite, DT workshop and Art rooms including a pottery cellar. As a school we continue to evolve and develop our offering, aiming to develop '21st century learners and principled citizens with a caring sense of adventure'.

We foster a nurturing environment where children are happy, caring, confident learners, excited about their future. 'Our Future Starts Here' isn't just a slogan; it's our guiding principle, reflecting our dedication to lifelong learning, personal growth and success.



What we can offer the successful candidate:

- A superb campus and a delightful, caring school environment in which to work.
- Supportive and considerate pupils that are keen to learn and make the very best progress.
- Dedicated and supportive governors, staff and parents.
- Ongoing professional development, with strong career progression opportunities.
- A leadership team that will provide you with help, training, support and assistance.

A remuneration package including:

- Payments for music lessons are per pupil, per year.
- The post holder is eligible to be a member of the APTIS pension scheme, with an employer contribution of 22.25%.
- Lunch in the school dining room during term time, and staff room refreshments.
- Use of sports facilities including our indoor swimming pool.
- Staff discount on a selection of children's holiday clubs.
- Free on-site parking.

Job Description

Position: Instrumental Music Teacher - Upper Brass

Report to: Director of Music

Contract Type: Permanent

Start Date: 1 September 2026

The Role

We are looking for an individual, for approximately 7 hours' teaching each week, who is a suitably qualified and experienced Upper Brass teacher, specialising in Trumpet and Cornet, but with the ability to teach French Horn to approximately Grade 5 level and take first access projects including teaching the Tenor Horn. As an instrumental music teacher, you will provide high quality individual lessons, be able to contribute to the development of ensembles in our co-curricular programme and work closely with the Director of Music and other instrumental music teachers within the team.

To work in conjunction with colleagues as a member who is responsible for all aspects of pupils' educational development, learning and safeguarding.

Key Responsibilities

- Teaching high quality lessons to individual pupils.
- Liaising regularly with other Instrumental Music Teachers and regularly promoting your instrument.
- Liaising regularly with pupils, parents, other staff, and the Director of Music.
- Liaising closely with the Co-curricular Administrator, on at least a weekly basis, regarding timetabling.
- Assessing, recording, and reporting pupil progress and measuring the quality of pupil learning in all lessons through formal and informal methods in accordance with the BWPS Curriculum Policy, taking appropriate action to remedy pupil under-performance.
- Entering pupils for performances and external exams as appropriate.
- Ensuring that the music experience for each pupil is appropriate, through individual lessons, choirs and/or ensembles.
- Ordering appropriate music and learning material for each pupil through the department ordering scheme and ensure timely records are completed for Accounts.
- Attending and assisting with concerts, when appropriate, before and after the school day, as required by the Director of Music. Working as a core member of the department team.

Job Description

Teaching and Learning

- Planning and delivering stimulating lessons and home learning which are well-paced, varied, broad, balanced and resource-led to enable pupils of all abilities to achieve their very best.
- Demonstrate good subject and curriculum knowledge.
- Differentiating teaching for pupils of all abilities, embracing the School's Assessment for Learning and differentiation strategies.
- Liaising with the Head of Learning Support to support pupils with learning support needs.
- Promoting the use of IT and building interactive and differentiated visual resources in the department.
- Actively identifying opportunities for collaborative links with other department teachers and class teachers.
- Participating actively in regular training, annual whole school staff and department meetings, and staff training days.
- Contributing ideas to the Head Of Department in the annual review of all aspects of the department's teaching, developing new teaching methods for teaching and learning.
- Liaising with the Director of Music to ensure a coherent development of learning through the department and across the school.
- Taking on specific roles within the department as directed by the Director of Music.
- Encouraging parents to communicate through the pupil practice book, signing this weekly and inviting parents to attend individual lessons throughout the year, passing on the key points of all such meetings to the Director of Music.
- Supporting the Director of Music in the placing of pupils in appropriate choirs and/or ensembles, as and when appropriate.

Extra-Curricular / Pastoral

- Ensure pupils keep themselves safe in accordance with the School's Safeguarding and Child Protection Policy, liaising with colleagues regarding the welfare and education of the children.
- Share in the pastoral responsibility for all pupils in the departments.
- Promote excellent standards of pupil discipline, tidiness and punctuality at all times and in accordance with the School's Pupil Conduct Policy.

Other

- Promote and safeguard the welfare of all members of the school community by understanding and following the School's Health and Safety, Fire, Safeguarding and Child Protection policies and procedures.
- Actively support the values of the school at all times.
- Take responsibility for professional development, participating in staff training including INSET days where required, and the school's CPD and professional development procedures.
- Promote the good name and reputation of the school.

Skills and Experience

Education / Qualifications

Further education with ideally a Music degree or higher-level diploma.

Essential requirements for the role:

- Ability to teach primarily the Trumpet and Cornet and be able to offer French Horn and Tenor Horn too.
- Have a good knowledge of ensemble repertoire.
- Have basic keyboard skills.
- Ability to communicate clearly and effectively.
- Imagination, commitment and ambition to inspire pupils to enjoy every aspect of school life.
- High standard of personal presentation.
- Flexible and proactive attitude to work.
- An ability to liaise effectively with pupils, colleagues, parents and governors.
- An understanding and commitment to enact the School Child Protection and Safeguarding policy.

Recruitment Process

Beechwood Park School's purpose is to provide an exceptional education, giving every child the best possible opportunity to lead a happy, successful and productive life.

The School recruits and retains the highest calibre teaching and non-teaching staff to promote the Beechwood Park Purpose, Vision and Mission across all aspects of its educational provision. Health and Safety, Safer Staff Recruitment, Child Protection, and the School Values stand as the four cornerstones of pupil and staff welfare.

The School requires all of its applicants for employment to complete an online application form that is structured in such a way that it is compliant with KSCIE requirements.

Applicants will be asked to produce original documentation of certificates and qualifications, and identity verification including evidence of the candidate's right to work in the UK. The School will undertake an enhanced DBS clearance check for the successful candidate. Beechwood Park School is committed to safeguarding and promoting the welfare of children and young people. Applicants must undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.

Beechwood Park is an equal opportunities employer: we aim to recruit and appoint the best person for each job, and for our staff to reflect the diversity of our local community. We welcome and encourage applications from people of all ages, genders, religions and sexual orientation, those from Black, Asian and other minority ethnic backgrounds, and those with disabilities.

Please let us know if you require any adjustments to enable you to apply or to attend an interview. If you would like to discuss your requirements, or have any concerns about the application process, please email our Head of People:

recruitment@beechwoodpark.com

We hope that the job description is exciting to you and that you would like to learn more. The list of responsibilities in the job description is for guidance only, is not exhaustive and should not be considered a complete statement of duties. The job holder may be required to undertake any other reasonable task as requested by the Chief Operating Officer or the Headmaster. Furthermore, in order for Beechwood Park to remain at the forefront of best practice, new responsibilities may be added in future following discussion with the job holder.

To apply for the role:

- Applications must be submitted via the school's careers page at [MyNewTerm](#) and should include a supporting statement to detail your suitability for the position as you would in a letter of application.
- If you have any questions or queries regarding any aspect of the recruitment process or the position itself – please do not hesitate to contact us via recruitment@beechwoodpark.com
- Applications must be received by 10 May 2026 by 9pm.
- Visits to the school, by appointment, are welcome.



Beechwood Park

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