

## **JOB DESCRIPTION**

### **Chingford Academies Trust**

<b>Title of Post:</b>	Peripatetic Music Teacher
<b>Grade/Pay Range:</b>	Self-employed £45p/h
<b>Department:</b>	Music and Performing Arts
<b>Reporting to:</b>	Executive Director of Music and Performing Arts

Chingford Academies Trust is seeking talented and dedicated Peripatetic Music Teachers to join its vibrant and supportive music departments at Chingford Foundation School and South Chingford Foundation School. We are looking for experienced teachers in violin who are passionate about inspiring and developing the next generation of musicians.

The successful candidate will be responsible for delivering high-quality one-to-one instrumental and vocal lessons, working with students across a range of abilities. These lessons will support students in their musical development, helping them prepare for GCSE, BTEC and A-Level coursework, whole school and trust performances, as well as external music examinations, including those from Trinity, ABRSM, and Rock School. There may be the opportunity to also run group Instrumental lessons and group ensembles/clubs.

We are looking for individuals with expertise in their respective disciplines who can teach a variety of musical styles and tailor lessons to suit individual student needs. A commitment to nurturing students' confidence and technical ability is essential, as is the ability to inspire and motivate young musicians. Flexibility is also key, as teaching hours may vary each term depending on demand.

We are proud that both Chingford Foundation School and South Chingford Foundation School are members of Music Mark, recognising our dedication to inspiring and enriching students through exceptional music education. At Key Stage Four, we offer GCSE/BTEC Music and Chingford Foundation School is one of very few schools in the local area to offer A Level Music.

#### **Facilities and Resources**

The school provides outstanding facilities for teaching music with rooms on both sites equipped with computers and a second equipped with keyboards. On both sites there are drama studios, and the main halls are equipped to put on productions with one school having had a new sound and lighting system installed.

There is a suite of practice rooms in each school to support the peripatetic teachers and to use for class lessons. Chingford School is part of the Department of Education's Rebuilding Programme and in the next two years there will be a new building that will include a brand-new music suite and practice rooms. South Chingford are in the process of improving their music facilities.

#### **MAIN DUTIES/ RESPONSIBILITIES**

1. To plan and provide 1:1 or small group lessons for the agreed instrument/s, ensuring effective learning takes place and students make excellent progress.
2. To teach across the trust schools as needed and to raise aspirations to study music post 16 level.
3. To prepare students for performances, examinations and auditions, as appropriate, and to provide feedback and advice on student performance and skills.
4. To engage students across all year groups as part of our vibrant extra-curricular and cross-curricular opportunities.

5. To support outreach projects to local feeder schools.
6. To support in-reach projects to develop the interest in music within the trust schools. (including the development of learning instruments in collaboration with the Music Service and enhancing the network of peripatetic instrument teachers).
7. To communicate with the Faculty Director, music teachers and other academy staff, as well as students and parents, as appropriate.
8. To communicate effectively with parents about timetabling and ways to support with music practice at home.
9. To be aware of and promote relevant musical opportunities for pupils to participate in, both within the Trust and externally.
10. To participate in the development of the Department and contribute to the departmental and overall School aims and objectives.
11. To support and advise on instrumental stock upkeep and new instrumental purchase, as appropriate.
12. To keep accurate records of attendance, punctuality and lesson content, following up absences.
13. To support and attend school performances as directed by the Faculty Director in order to lead an ensemble/club (if applicable) and support with the running of the performance on the day.
14. To take responsibility for timetabling lessons and issuing invoices directly to parents/carers, in line with the Trust's agreed procedures.
15. To prepare and produce reports for individual pupils.
16. To attend department meetings and training, as required.
17. Other reasonable duties as directed by the CEO/Head of School or other members of the Senior Leadership Team.

All members of staff have a duty to support each other to ensure the best quality of education for CAT students.

### **General**

1. These above mentioned duties are neither exclusive nor exhaustive and the post-holder may be required to carry out other duties as required by the School.
2. Always to perform duties in all elements of the role in a professional manner and with integrity, mindful of confidentiality as appropriate.
3. To be committed to, and comply with, all school policies.
4. To comply with all provisions of the Health and Safety at Work Act 1974, any other relevant legislation and with all school Policy and Practice relating to Health and Safety at Work.
5. To manage both internal and external relationships, striving for excellence in stakeholder satisfaction.
6. To work effectively and successfully in your team within school.

### **Safeguarding**

Safeguarding students of the Trust is a priority. All appointments to posts in the Trust are made through stringent adherence to the requirements of 'Keeping Children Safe in Education.' The schools in the Trust maintain a cohort of staff trained in Safer Recruitment and the trained colleague(s) most appropriate to this post will participate in the selection process.

All staff will be trained annually in Child Protection requirements. Cognisant of Part 1 of 'Keeping Children

Safe in Education, staff are required to refer all Child Protection concerns to the Child Protection trained staff team in their school (recognising that they can refer directly themselves to LBWF in extraordinary circumstances). Those trained in Child Protection are identified throughout Trust and school documentation and on the school websites.

Within their work, employees are required to identify, attempt to prevent or at least minimise the risk of interpersonal abuse or violence; safeguarding children, other vulnerable people and themselves. This includes the timely sharing of information with appropriate colleagues to enable action to be initiated and protection to be afforded to both students and/or colleagues as needed.

All employees are required to be aware of and update colleagues, as appropriate, to comply with current legislation and statutory guidance which will affect their practice in role and must adhere to all policies and protocols of Chingford Academies Trust and their school within the Trust.

Name of post holder .....

Signature ..... Date .....

## PERSON SPECIFICATION

<b>JOB REQUIREMENTS</b>	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>		
GCSE (English and Maths) to Grade C or above	X	
Excellent written and verbal communication skills	X	
<b>Knowledge and Experience</b>		
Experience in planning and preparing effective peripatetic instrumental lessons and ensembles.	X	
Ability to teach engaging and effective lessons that motivate, inspire, and improve student attainment.	X	
Proficiency in using regular assessments to monitor progress, set targets, and maintain accurate records, including attendance and achievement.	X	
Strong communication skills to maintain regular and productive contact with parents, report on student progress, and liaise with staff, students, and the wider community.	X	
Experience in leading and supporting musical performances and ensembles, as well as providing stimulating extracurricular opportunities for students.	X	
Ability to teach a second instrument, or composition.		X
Working across a partnership of schools or across schools within a Multi-Academy Trust setting.		X
<b>Personal Qualities</b>		
Clear commitment and understanding of the Trust ethos, vision and values and an ability to uphold them	X	
Belief in equality and opportunity for all, ensuring that all staff feel included and listened to	X	
Proactive and positive approach to finding solutions. Resilient in face of challenges	X	
Highly flexible and adaptable, willing to respond to evolving need	X	
High level of interpersonal and communication skills and the ability to build relationships and influence at all levels – engaging with a range of stakeholders successfully	X	
Commitment to collaborative working and driven to achieve team goals	X	
High expectations of achievement, conduct and behaviour and a willingness to address situations where these fall short	X	
Commitment to safeguarding and promoting the welfare of children and young people	X	
<b>Other Requirements</b>		
Flexible approach to work	X	
Ability to work well as part of a team	X	
Ability to quickly gain the respect of all students and staff and foster appropriate relationships	X	
Self-motivating	X	
Understanding of Safeguarding Procedures	X	
High standard of punctuality	X	

Committed to school ethos and direction	X	
Commitment to raising standards of behaviour through improved teaching and learning skills	X	
A commitment to on-going personal development and willingness to undertake appropriate training	X	
Appointment to the post is subject to a satisfactory enhanced DBS check	X	

This post is exempt from section 4(2) of the Rehabilitation of Offenders Act, 1974, as the duties give you access to persons who are under the age of 18.

'The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers, and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found at the Disclosure and Barring Service website.'

***“The Trust as an employer is committed to safeguarding and promoting the welfare of children and young people as its number one priority. This commitment to robust Recruitment, Selection and Induction procedures extends to organisations and services linked to the school on its behalf”. (Ref: Safeguarding Children and Safer Recruitment in Education 2007).***