



**JOHN LYON SCHOOL**

**Visiting Music Teacher of Guitar  
and Bass Guitar**

**START DATE: September 2026**

# HEAD'S WELCOME

**Thank you for your interest in joining our team here at John Lyon School.**

As a leading co-educational independent school in North West London, we are proud to offer an exceptional all-through education for pupils aged 2 to 18. Many of our pupils begin their journey in our pre-nursery or Prep school and progress confidently into the Senior School and Sixth Form, emerging as well-rounded, intellectually curious, and socially responsible young people, ready to make their mark on the world.

At the heart of John Lyon is an enduring belief in the individual potential of every pupil. We are deeply committed to academic excellence, but equally to the development of character, creativity and resilience. Our classrooms are places of challenge and encouragement, where pupils are inspired by expert teachers to inquire deeply, think independently and strive for excellence.

Our School Values: Ambition, Community, Creativity, Enquiry, Excellence, Heritage, Innovation and Resolve, shape our culture, inform our teaching, and define the experience of those who study and work here.

Our pupils flourish not only in academic disciplines but through a rich and varied co-curricular programme. Sport, STEAM, music, drama, leadership and service opportunities are integral to school life and central to the holistic education we offer. As a Microsoft Showcase School, one of just 82 in the UK, we also place a strong emphasis on digital innovation, ensuring our pupils are prepared for the evolving demands of the modern world.

John Lyon is part of a broader educational ecosystem through John Lyon's Foundation and the Harrow Family of Schools, including Harrow School and its international network. This distinctive connection offers our staff and pupils a wealth of collaborative opportunities and global perspectives, enhancing the educational experience in powerful and meaningful ways.

This is an exciting time in the School's development. We are growing, evolving, and continually raising our standards to deliver the exceptional facilities, inspiring environments and comprehensive care our parents expect and our pupils deserve. If you are inspired by our mission and would like to contribute to the next chapter of our journey, we would be delighted to receive your application.

John Lyon is a warm, ambitious and forward-looking community. Our school environment is a deeply rewarding place within which to work, and both staff and pupils are encouraged to grow, achieve and thrive. Those who join us become part of a collaborative culture grounded in shared values, where passion for hard work and a commitment to excellence is celebrated and supported.

We look forward to receiving your application.

**Rose Hardy**  
**Head**



# ABOUT JOHN LYON

Founded in 1876, John Lyon School began as a day school for local boys in Harrow and the surrounding areas. It was established following the success of Harrow School, which John Lyon founded in 1572 after receiving a Royal Charter from Elizabeth I to create a free grammar school for children and youth. Over the past 150 years, the School has become co-educational and now provides an all-through education after merging with our Prep school (formerly Quainton Hall).

## THE COMMON ROOM

John Lyon has a very friendly and diverse Common Room with a mix of colleagues living locally, in London and as far afield as Hertfordshire, Bucks, Berkshire, Essex and Surrey. Many academic staff join the School straight from university whilst more experienced staff have taught in either Independent schools, state Schools or both. The Common Room runs a termly programme of wellbeing activities which is well supported by academic and support staff.

This includes theatre trips, celebratory meals, yoga, charity quiz nights and fixtures in archery, football, cricket, hockey and golf.

## OUR ETHOS

John Lyon has a richly deserved reputation for providing an excellent all-round education that combines high academic standards with excellence in Sport and the Arts and outstanding pastoral care. The School is a friendly and purposeful place. Learning is both broad and deep, and we offer a unique education that embraces opportunity and excellence both within and beyond the classroom. At John Lyon every pupil matters.

## OUR VALUES

John Lyon has a clear set of values that are vital to our community. Our values shape who we are, what we do and how we do it. Each value is woven into School life and our admissions process. Our Values are tangible and meaningful; they enable us to promote and teach a set of principles to our pupils that will help them thrive as happy individuals.



AMBITION



EXCELLENCE



INNOVATION



RESOLVE



HERITAGE



COMMUNITY



ENQUIRY



CREATIVITY



# Visiting Music Teacher of Guitar and Bass Guitar

*Reports to: Director of Music*

## JOB DESCRIPTION

### THE DEPARTMENT

The department at John Lyon School offers a large hall and five well-appointed music practice rooms. The department has a wealth of instruments and a sufficient budget to purchase additional instruments as needed.

The Senior School has around 15 Visiting Music Teachers (VMTs) and around 20 Music clubs/ensembles. It is based around a 130-seater Music Hall, with several practice rooms and state-of-the-art Music Technology facilities.

### MAIN RESPONSIBILITIES

- Teaching 40-minute guitar (Acoustic and Electric) and electric bass lessons once a week for pupils aged 12-18 over a wide ability range;
- Providing annually 30 such music lessons to each pupil on your pupil list;
- Preparing pupils for performances and exams, as required;
- Teaching all elements of guitar playing in a stimulating manner that connects technique with music-making;
- Providing a considered programme of study tailored to each pupil that allows for continuity from lesson to lesson;
- Ensuring that each pupil is aware of their practice requirements for the next lesson and is supported in following those requirements;
- Preparing weekly teaching timetables which work on a lesson rotation system;
- Managing emails to parents involving timetabling, attendance and other relevant matters;
- Setting the highest professional standards of dress, punctuality and politeness and being prepared to demand the same of pupils;
- Collecting fees from parents as a self-employed Teacher;
- Communicate with parents regularly about their son/daughter's lessons and progress;
- Arrange performance opportunities for pupils, and be aware of the concert schedule organised within the School;
- Manage the administrative tasks required by the School, e.g. keeping registers, etc;
- Ensuring each pupil is positively encouraged to develop their potential to the full;
- Embracing the School's Values and encouraging pupils to develop them;
- Participate in appropriate meetings with colleagues and parents;
- Collaborating closely with other members of the Department;

- Liaising with Heads of Year in matters concerned with pupil discipline and behaviour as appropriate;
- Ensuring Health and Safety and Child Protection guidelines are followed;
- Creating and maintaining a stimulating environment in departmental rooms;
- Completing any other duties that may be reasonably asked by the lead teacher of music.

## ADDITIONAL RESPONSIBILITIES

- Participating in and assisting with trips and activities to enhance the learning of pupils within the School;
- Stimulating and sustaining co-curricular interest in their subject through promoting clubs and competitions at school.

## GENERAL DUTIES

- Safeguarding and Child Protection
  - Act in accordance with the School's Safeguarding and Child Protection Policy and complete all required training.
  - Promote the welfare and safeguarding of all pupils at all times, taking appropriate action where concerns arise.
- Confidentiality and Data Protection
  - Handle sensitive information discreetly and in line with GDPR and School policies.
  - Maintain confidentiality regarding pupils, staff, parents, and governors at all times.
- Teaching and Learning
  - Deliver high-quality teaching in accordance with School policies and expectations.
  - Plan, prepare, and review lessons and schemes of work to meet the needs of all pupils.
  - Assess, record, and report on the development, progress, and attainment of pupils as required.
- Pupil Development and Pastoral Care
  - Support the academic, social, and emotional development of pupils.
  - Uphold high standards of pupil behaviour in line with the School's Behaviour Policy.
  - Undertake Form Tutor responsibilities (where applicable) and contribute to the wider pastoral care of pupils.
- Health, Safety and Wellbeing
  - Take reasonable care of your own health and safety and that of others.
  - Follow the School's Health and Safety Policy and report any concerns or incidents promptly.
- Professional Conduct
  - Maintain high standards of personal and professional behaviour, acting as a role model for pupils.
  - Support and uphold the ethos, aims, and values of the School.
  - Build positive and professional relationships with pupils, parents, and colleagues.
- Flexibility and Contribution to School Life
  - Undertake any other duties that may reasonably be required by the Head or Senior Leadership Team.

- Contribute fully to the wider life of the School, including co-curricular activities, events, and trips.
- Professional Development
  - Participate in the School's appraisal and professional development processes.
  - Take responsibility for keeping knowledge and skills up to date, including compliance training.
- Equality, Diversity and Inclusion
  - Promote inclusive practices and equality of opportunity across all aspects of School life.
  - Challenge and report inappropriate behaviour or discrimination in line with School policies.
- Team Contribution
  - Work collaboratively with colleagues to support pupil learning and wellbeing.
  - Share good practice, resources, and ideas to contribute to the effectiveness of the academic team.

It should be noted that a job description is not an exhaustive list of activities, and employees may be asked to carry out other duties commensurate with the grade of the post. The job description may also be amended to take account of changed circumstances, and employees will be consulted if this is necessary.

## PERSON SPECIFICATION

<b>Qualifications &amp; Knowledge</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
Suitable qualifications in their instrument to degree level	X	
Bachelor's degree in music or equivalent		X
Experience in teaching individual guitar lessons at a high level to all standards	X	
An experienced and enthusiastic practitioner	X	
Experience in supporting the music department for concerts and other major events		X
Awareness of, and experience of working within GCSE and A-Level requirements	X	
Understanding of Safeguarding and Child Protection Protocols	X	
<b>Skills &amp; Abilities</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
Previous experience working in a school or youth organisation	X	
Ability to generate enthusiasm for the subject to motivate pupils	X	
Good interpersonal and communication skills with pupils, parents and colleagues, including listening and respect	X	
Manage assessment, recording and reporting pupils' progress	X	
Commitment to personal and professional development		X
Confidence to contribute their own ideas and initiatives to the philosophy of the School.		X
Practical understanding of administrative demands		X

The post holder's responsibility is to promote and safeguard the welfare of children and young persons for whom they are responsible, or with whom they come into contact, and to adhere to and ensure compliance with the School's Safeguarding and Child Protection Policy Statement at all times. If, in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of pupils in the School, they must report any concerns to the School's Designated Safeguarding Lead.



## John Lyon School

Senior School, Middle Road, Harrow-on-the-Hill,  
London, HA2 0HN  
020 8515 9400

## John Lyon School

Nursery & Prep School, Hinds Road, Harrow,  
London, HA1 0RX  
020 8515 9500