



## Job Description

<b>NAME OF POSTHOLDER:</b>	<b>Peripatetic Music Teacher</b>
<b>JOB PURPOSE:</b>	To ensure that all students receive their entitlement to private music lessons and to ensure that all students, at all levels, maximise their achievement.
<b>RESPONSIBLE TO:</b>	The Headteacher through the Subject Leader for Music
<b>Objectives and principal responsibility areas:</b>	
<ul style="list-style-type: none"> <li>• Each Instrumental and Singing Teacher is responsible, under the Subject Leader for Music, for maintaining a successful programme of work in his/her instrument, tailored towards the needs of individual students, so that students learn and develop in an effective manner and show good progress through concerts, examinations and other outlets for performance.</li> <li>• Each teacher is also responsible for contributing to the smooth functioning and success of extra- curricular musical activity and for entering their own students into graded instrumental examinations as deemed appropriate.</li> <li>• The instrumental/singing teacher shall also actively support the school's Performing Arts Department through: - his/her own performance; the management and support of students; the encouragement of students to perform at school events.</li> <li>• Where students are taking GCSE music, teachers should consult with the relevant Music Subject Teacher to find a programme of repertoire and study suitable for the examination which best matches each individual student.</li> </ul>	
<b>Key Tasks:</b>	
<ul style="list-style-type: none"> <li>• Prior preparation of lessons and music.</li> <li>• Keep a clear record work carried out and progress made.</li> <li>• Write an annual report on the progress of each student.</li> <li>• Pay prompt attention to areas of study, technique or presentation where the student needs improvement.</li> <li>• Keep abreast of curricular and instrumental development according to GCSE requirements and external instrumental/vocal examinations in the instrument of their speciality.</li> <li>• Attend departmental meetings if possible as requested by the Headteacher, the Academic Team Leader of Performing Arts or the Subject Leader for Music.</li> <li>• Ensure that students:- <ul style="list-style-type: none"> <li>- Are punctual to lessons.</li> <li>- Have suitable equipment/instrument.</li> <li>- Are encouraged to develop a positive attitude to work.</li> <li>- Are not allowed to leave the classroom except in exceptional circumstances.</li> <li>- Behave in a reasonable, polite and co-operative manner.</li> <li>- Are encouraged to attend at least one extra-curricular musical activity within school or music centre each week.</li> </ul> </li> <li>• Maintain discipline. The Subject Leader for Music/Academic Team Leader should be consulted over major problems and will always offer help and support and that the matter further as appropriate.</li> <li>• Meet the dates for the completion of examinations and student reports at the appropriate times as issued by external examination bodies and by the Subject Leader for Music.</li> <li>• Be familiar with key policies and procedures particularly with regard to Child Protection and Safeguarding, confidentiality and Health and Safety.</li> </ul> <p><b>Instrumental/Singing Teachers are paid full year (52 weeks) although lessons are scheduled for approximately 30 weeks per year. The additional time for which Instrumental/Singing Teachers are paid will be used in preparing students for examinations, assisting at performances wherever practicable and possible and transposing or arranging music as appropriate.</b></p>	

<b>Developing the School Ethos:</b>
<p>The Governors of Dowdales would expect the post holder to:</p> <ul style="list-style-type: none"> <li>● Fully support the ethos of the school</li> <li>● Demonstrate consistently high standards of personal and professional conduct by: <ul style="list-style-type: none"> <li>- maintaining high standards of ethics and behaviour, within and outside school</li> <li>- treating students and staff with dignity, building relationships rooted in mutual respect</li> <li>- having regard for the need to safeguard students' well-being, in accordance with statutory provisions</li> <li>- have proper and professional regard for the ethos, policies and practices of the school and maintain high standards in their own attendance and punctuality</li> <li>- have an understanding of, and always act within, the statutory frameworks which set out their professional duties and responsibilities.</li> </ul> </li> </ul>

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. The school will endeavour to make any necessary reasonable adjustments to the job and working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description does not form part of the Contract of Employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out.

The job description is current at the date below but will be reviewed on an annual basis. It may change to meet the changing demands of the school at the reasonable discretion of the Headteacher and in discussion with the post holder.

<b>Signatures:</b>
--------------------

Name of Post Holder (Please Print).....

Signed ..... Postholder                      Dated .....

Signed ..... Headteacher                      Dated .....

