St Philip's School

Harrow Close, Chessington, Surrey, KT9 2HR
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Principal: Ben Walsh

Job Description – Music Teacher

General responsibilities:

(1) The education and welfare of designated classes or groups of pupils in accordance with the requirements of Conditions of Employment of School Teachers, having due regard to the Academy's aims, objectives and schemes of work, and policies.

(2) To share in the corporate responsibility for the wellbeing and pastoral care of all pupils.

(3) To carry out any reasonable instructions given by the Principal or Senior Leadership Team.

Specific Duties

1) Management of Learning, Teaching and Resources

a. Have clear intentions for students' learning and to use knowledge of school policy and other national curricula requirements and guidance to plan differentiated work to meet the needs of individuals and groups promoting progression, continuity, and quality of learning.
b. Use a variety of suitable teaching and learning styles and to communicate clear learning intentions and expectations.
c. Use relevant classroom management strategies to ensure that a purposeful environment for teaching and learning can take place.
d. Organise and maintain a stimulating working environment appropriate for the range of activities taking place.
e. Ensure that resources are organised and readily available to promote learning.

2) Management of People and Students

a. Support positive behaviour taking into account the personal, social, and emotional needs of students.
b. Establish and maintain a positive regard towards both students and staff, promoting equality and diversity.
c. Work as a member of a team, planning co-operatively, sharing information, ideas, and expertise.
d. Consult and plan with multi-agency colleagues, as appropriate.
e. Act as a form tutor and establish good relationships with families to promote students' learning and development.

3) Evaluation and Quality

a. Consistently and accurately assess students' progress and achievement, especially in music.
b. Monitor and assess students' work and use assessment data effectively to inform planning and identify individual needs. Use these assessments to set appropriate targets.
c. Keep effective and in-depth records of students' progress and report overall achievement in line with school policy and statutory requirements.
d. Write the report for Annual Review and provide high quality evidence to present at review.
e. Gather evidence of work for the purposes of moderation.

4) Management and administration

a. Attend and lead assemblies as required.
b. Register pupils at the beginning of the morning and afternoon sessions.
c. Supervise pupils according to agreed rotas.
d. Attend weekly staff meetings and training.
e. To act as a contact for external music partners.

5) Professional development

a. Attend school based in-service training.
b. Deliver in-service training to colleagues as appropriate.
c. Take an active part in identifying and working on one's own professional development needs.

6) Whole-school responsibilities

a. To contribute to the school improvement planning and school self evaluation process as appropriate
b. To be an active member of a departmental team.
c. To support with extra-curricular activities such as schools shows and concerts.
d. Participate in the Appraisal process agreed in the school, in line with national guidelines.
e. To comply with all policies and procedures.
f. To play a full and active part in the life of the school.