



The Elms Academy
The best in everyone™
Part of United Learning

Candidate Application Pack

Head of Music

CLOSING DATE: Friday 28th March 2025



WELCOME



Dear Candidate,

Thank you for your interest in The Elms Academy, a close-knit, warm and diverse community with a strong collaborative culture where everyone seeks to bring out the best in each other, and a commitment to high standards in everything we do. In testament to these high standards, our exam results in 2024 were our best yet. These results are due to the unique culture and community that has developed at The Elms Academy. The highest expectations of students and real academic rigour are combined with a strong focus on developing the whole child. There is a culture in which every single child matters and must be supported to achieve their full potential.

As an inner-London community school, our pupils reflect the diversity of the local area with nearly twice the national average proportion of those who qualify for Pupil Premium. Therefore, all staff at the academy are driven by a strong mission to provide educational excellence to every single student.

The Academy has cultivated a friendly and welcoming environment for all its staff, with a strong collaborative culture that has community at its heart. Our teachers feel empowered, supported and are provided with the highest-quality professional development and effective performance management. We pride ourselves on ensuring that every member of staff is supported to be the best they can in the classroom and to achieve their career aspirations. That helps us to build our own talent pipeline. We have made staff wellbeing a priority by promoting good physical and mental health and listening to the feedback from all staff. As part of United Learning, all staff benefit from a host of additional core benefits, access to tailored CPD and a wealth of resources and curriculum expertise.

Here is the opportunity for you to join one of the most happy and successful schools in United Learning and to be part of the incredible journey that The Elms Academy has been on. I look forward to meeting you.

Amy Welch, Principal

Working at The Elms Academy

We are proud to be part of United Learning Trust; our schools work as a team and achieve more by sharing than any single school could. Our subject specialists, group-wide intranet, own curriculum, and online learning portal all help us share knowledge and resource, helping to simplify work processes and manage workloads for an improved work-life balance.

As a Group our staff are better rewarded: with good career opportunities, benefits, and ultimately, the satisfaction of helping children to succeed. We invest in our staff wellbeing; it's our core ethos we call 'the best in everyone'.

Central Office staff work closely with schools, offering a wealth of expertise to underpin our knowledge. The specialist departments, including HR, finance, technology, strategy and performance, estates, and marketing, work alongside dedicated school improvement teams.

Committed to having a diverse and representative team

We welcome applications from everyone committed to our ethos and would particularly welcome applications from black and minority ethnic candidates, who are currently under-represented in the Group as a whole. We always appoint on merit.

Flexible Working

At United Learning, we value the dedication, professionalism and hard work of our teachers, support staff and school leaders, and strongly believe that everyone should be able to do their job without sacrificing a family life or compromising their well-being. We are committed to encouraging and enabling flexible working opportunities throughout our schools wherever possible and will support employees seeking to work more flexibly.

Find out more about working with us at www.theelmsacademy.org.uk/about-us/work-with-us.

ADVERT

Job Title: Head of Music

Required: September 2025

Salary: Inner London United Learning Teachers' pay scale

Accountable to: Member of the Senior Leadership Team

About the Job:

We are seeking to appoint an innovative and dynamic Head of Music, who is able to teach at KS3 and KS4. Both NQTs/ECTs and teachers that are more experienced are welcome to apply.

The Elms Music Department is a thriving hub of the school, hosting numerous concerts, performances and events throughout the year. The department curriculum includes a specific instrumental programme for Year 7 students, enabling all students to learn an instrument, as well as both GCSE/A level and Vocational pathways at KS4 and 5. The department runs a number of musical ensembles including jazz band, choir and samba groups, as well as daily Music Studio drop-ins and regular projects with local musical organisations.

The nature of the role is varied and rewarding. If you are looking for your next challenge, this is an exciting opportunity to help in the delivery of the highest quality music education to young people.

About the Person:

The ideal candidate will have QTS and a good honours degree in the relevant subject area. The will also be a competent musician.

The successful candidate will need to be able to work independently as well as part of a team. You will need to be able to work under pressure, have excellent communications skills, and be computer literate.

You should have experience in delivering high quality teaching and learning, have evidence of outstanding student attainment, be an excellent classroom teacher and have high personal and professional standards. You should be enthusiastic about working within a school environment and be an inspiring role model to our students.

Safeguarding information: The Elms Academy are committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. An Enhanced Disclosure and Barring Service check is required for all successful applicants

UNITED LEARNING is a subsidiary charity of the not-for-profit charity, the United Church Schools (UCS) and shares with it the objective of managing schools which offer students a high-quality education based

MORE PAY, MORE TIME, MORE SUPPORT

Job Description

Job Title: Head of Music

Responsible for:

Quality of teaching and attainment and progress of students in Years 7-13 in Music. Quality of extra-curricular activities and performances across the school and partnerships.

Job Purpose:

To lead and manage the music curriculum, teaching and learning, attainment, extracurricular activities, enrichment opportunities and staff development within The Elms Academy.

Professional Oversight of:

Any staff who have specific or related responsibility for any of the areas listed below who are not directly line managed by the Head of Music.

Within the academy's overarching aims and policies, the Head of Music will have the following specific responsibilities in the designated area:

Professional Responsibilities:

- To be accountable for students' attainment, progress, and outcomes.
- To ensure that teaching and learning are consistently excellent, and to monitor and evaluate the quality of teaching across the department, incorporating key priorities into department meetings.
- To develop a cohesive curriculum that is well-sequenced, relevant, and engaging.
- To ensure that the needs of all pupils within the curriculum area are met.
- To coordinate and record the assessment of student progress in line with academy policy.
- To provide support to staff in order to promote consistently good teaching, classroom management, and professional development.
- To regularly mark, assess, record, and report on students' attendance, progress, personal development, and attainment, providing written/verbal feedback as required.
- To participate in preparations for public examinations, including targeted revision programs and assessing students for examination purposes.
- To communicate effectively with parents/carers about students' progress and achievements, discussing appropriate targets and encouraging them to support their children's learning, behaviour, and progress.
- To develop and lead a vibrant and inclusive range of extra-curricular music activities, and to organize and promote regular performance opportunities for students, both within the school and in the wider community.
- To build and maintain partnerships with external music and arts organizations to enhance music provision and provide students with enriching experiences.
- To promote the value and importance of music education within the school community, raising the profile of the department, encouraging student participation, and offering guidance to students interested in pursuing music further.

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Job Description

Teaching and Learning

- To role model best practice through consistently exemplary teaching and an 'open-door' policy.
- To lead the development of curriculum planning, appropriate resources, schemes of work, marking policies, and teaching strategies in Music.
- To lead the process of monitoring and evaluating music in line with agreed academy procedures, including evaluation against quality standards and performance criteria, and to seek and implement modifications and improvements where required.
- To contribute to the development of effective subject links with external agencies.
- To be a tutor for an assigned group of students, promoting the well-being of individual students and the tutor group.
- To teach students according to their educational needs, including setting and marking work.
- To lead the process of ordering, allocating, and maintaining equipment and materials in music and performance spaces.
- To ensure that ICT, literacy, and numeracy opportunities within the curriculum are maximized and that high standards in these areas are promoted.

Performance Development and Review

- To participate in the academy's staff development programme by engaging in arrangements for further training and professional development.
- To continue personal development in relevant areas, including subject knowledge and teaching methods.
- To actively engage in the Performance Development and Review process and effectively act as a reviewer for teachers in the Music department.

Academy Policy

- To follow agreed communication policies within the academy.
- To participate in marketing and liaison activities such as Open Evenings, Parents' Evenings, Review Days, and liaison events with partner schools.
- To attend directed time meetings.
- To apply behaviour management systems to ensure effective learning.

This job description is intended as a general guide to the duties attached to the post and is not an inflexible specification. It may therefore be altered from time to time to reflect the changing need of the service, always in consultation with the postholder.

We are an inclusive academy and strive to inspire our community to be the best that it can be. It is our aim to be outstanding in all that we do.

We take the safeguarding of students and staff seriously at The Elms Academy. All staff are expected to support this ethos.

Person Specification

Qualifications

- Qualified Teacher Status with a subject specialism related to the area of responsibility.
- Ability to teach across the full 11-16 age range.
- Evidence of relevant postgraduate training related to management and/or education.
- Appropriate in-service training/CPD.
- Coaching and/or mentoring training and experience.

Experience

- Highly effective classroom practitioner.
- Proven ability to share outstanding practice with colleagues.
- Excellent classroom management skills.
- Involvement in shaping and implementing the vision of a department; developing and implementing departmental policies and practices; curriculum development.
- Evidence of active involvement in school-wide provision or initiatives.
- Proficient ability in an instrument, or range if instruments

Professional Knowledge & Understanding

- Knowledge of recent curriculum developments and opportunities in the subject.
- Ability to articulate characteristics of effective teaching and learning, with evidence of good practice.
- Understanding and experience of raising attainment strategies and improvement planning at a departmental level.
- Ability to use data to evaluate student performance and take effective action based on this data.
- Excellent communication and organizational skills.
- A passion for the subject and a desire to promote learning.
- Ability to express a vision for subject development.
- Ability to use new technologies in the teaching of the subject.
- An understanding of the broader music industry and keep up-to date with developments in the field

Management Skills

- Strong interpersonal skills and proven positive relationships with students, staff, parents, and other members of the school community.
- Ability to plan time effectively and meet required deadlines.
- Understanding of accountability.

