



BYRCHALL HIGH SCHOOL

**YOUR SCHOOL**  
**YOUR FUTURE**  
**YOUR COMMUNITY!**



**CANDIDATE INFORMATION PACK**  
**HEAD OF MUSIC**

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February 2026

Dear Applicant

***Looking for a new challenge? Why not join us?***

**Re: Head of Music (September Start)**

Thank you for your interest in this post.

An energetic and committed Head of Music is sought to join our established and successful Music and Performing Arts department. The Music and Performing Arts Faculty at Byrchall High School offers a vibrant, inspiring and creatively rich curriculum that celebrates artistic expression in all its forms. We believe that the performing arts are essential to developing confident, creative and resilient young people, and our curriculum is designed to support and challenge every student as they explore music, drama, dance and performance. It is a supportive environment and provides strong professional development.

Please find enclosed the following documents:

- ◆ Job Description
- ◆ Person Specification
- ◆ Application Form
- ◆ Information about the School
- ◆ Information about the Department
- ◆ Further information regarding working within our Trust can be accessed by using the following video link  
<https://rb.gy/oovvr4>

Applications should be returned to the School Office via email to [dpark@byrchall.wigan.sch.uk](mailto:dpark@byrchall.wigan.sch.uk) by **9.00am on Monday 16 March 2026**. Applications will be reviewed upon receipt.

If you have any questions about this post, or wish to visit the school, then please do not hesitate to contact Mrs Cathie Lipton, Assistant Headteacher [clipton@byrchall.wigan.sch.uk](mailto:clipton@byrchall.wigan.sch.uk)

We strongly encourage all prospective applicants to browse our social media channels which provide an insight into school life.

Yours sincerely,

**Mr P Paul**  
**Headteacher**

**Instagram:** @byrchall1588

**X:** @byrchall



## GENERAL INFORMATION

Formerly the Ashton Grammar School, Byrchall High School is now an 11-16 co-educational Comprehensive School of 1000 students. The school takes its name from Robert Byrchall, the original founder of the school in 1588.

The school is governed by the Makerfield Academy Trust, which is a charitable company. The members of the Trust agree its visions and values. The Board of Directors set the strategic direction of the organisation, ensure the vision and values are upheld and ensure financial probity. The school has a Local Governing Body who oversees the leadership and management of the school.

The current Byrchall High School is a modern, forward looking establishment. We aim to be at the forefront of teaching and learning developments and are highly committed to CPD. Our emphasis on learning and achievement is allied to a strong moral and ethical dimension that reflects our founding principles. The school was judged as 'Good' in all areas by OFSTED in September 2022. They noted that the school has high expectations of what pupils should achieve, and it has a clear and ambitious strategy for school improvement. It said the pupils behave well around the site and that they have positive attitudes to their education.

Byrchall High School has a truly comprehensive intake, ranging from students who will go on to study at top universities to those who require additional support. All students are valued equally. Byrchall High School has a strong academic record.

Our students participate and achieve in a wide range of academic competitions including Debating and Public Speaking, the UK Maths Challenge, The Big Book Quiz, Engineering and Stem Challenges.

The school is situated on a very pleasant site on the outskirts of the small town of Ashton-in-Makerfield in the Wigan Local Authority. The school is opposite Haydock Park Race Course and very close to the junction of the A580 and the M6 motorway; it is, therefore, easily accessible from any number of directions and within easy reach of Manchester and Liverpool. The school's substantial new build programme opened in September 2024. This includes new sports facilities, drama studios, classrooms, dining facilities, Learning Resource Centre, Administration offices, SEN suite and specialist teaching rooms for Science, ICT, Product Design, Food, Art and Music





## WHY WORK AT BYRCHALL HIGH SCHOOL?

Working at Byrchall High School offers several compelling benefits and opportunities:

### **Modern Facilities**

**New Building:** The school recently moved into a brand new, state-of-the-art building, providing a modern and well-equipped environment for both teaching and learning.

### **Supportive Community**

**Collaborative Environment:** Byrchall High School fosters a supportive and collaborative atmosphere among staff, encouraging professional growth and teamwork.

**Professional Development:** The school is committed to the continuous professional development of its staff, offering various training and career advancement opportunities.

### **Student-Centred Approach**

**High Standards:** The school emphasises high standards of attainment and behaviour, creating a positive and focused learning environment.

**Diverse Curriculum:** Alongside core subjects, the school offers a wide range of courses, including Music, Drama, Food, Business, Graphics, Art, Product Design, Spanish, French, and Engineering

### **Extracurricular Opportunities**

**Rich Extracurricular Program:** Staff have the chance to engage with students beyond the classroom through various clubs, sports, and activities, fostering a well-rounded educational experience

### **Community Engagement**

**Local Impact:** Being part of the Wigan community, the school actively engages with local organisations and initiatives, providing staff with opportunities to make a meaningful impact in the community



## WORKING FOR MAKERFIELD ACADEMY TRUST

As the first Training School in the country Byrchall has a long rich tradition in providing high quality and bespoke professional development. The school takes great pride in the professional learning opportunities it offers staff at all levels. Joining Byrchall's learning community will provide you with full access to a well-established and forward-thinking network which strives to help you build a long and rewarding career across our Academy trust.

Byrchall is a strategic partner of the Generate Teaching School Hub and Learning Futures Teacher Training partnership. The Alliance works with a range of primary and secondary schools across Wigan to lead and deliver training and development. Whether you aspire to become a middle or senior leader, or the ambition to become an outstanding practitioner in your area of expertise, our Academy trust will provide you with unequalled access to a range of bespoke courses and qualifications. These courses include a suite of National Professional Qualifications (NPQs), Lead Practitioner (LP) and Expert mentoring. The academy trust takes a lead role in delivering these programmes across the partnership enabling our staff to gain accredited facilitator, expert mentor and coach status with some of the lead National educational providers. In addition, the academy trust oversees the development and provision for Early Career Teachers on behalf of the Local Authority accrediting body and takes a lead role in delivering the Early Career Framework enabling staff to gain relevant accreditation for facilitation and mentoring.

The Academy trust is proud of the close partnership it has with Edge Hill University providing access to a Masters Programme, Research Projects, the National SENCO award and a range of Level 6 & 7 accredited programmes. Some of our staff alumni have even progressed their career via this partnership going on to secure leadership roles within the Faculty of Education. In addition to these exceptional accredited programmes, the school leads Secondary Networks across each of the Subject Disciplines creating the opportunity to collaborate with teachers and leaders across Wigan, sharing up to date research, resources and working together to grow subject expertise, professional practice and personal development. This high impact model of professional development is replicated in school where all staff have protected timetabled time to meet. The trust actively encourages and organises best practice visits across all educational settings including primary, secondary, special and colleges sector.

Our aim is to help you achieve your ambitions more quickly. Our staff CPD programme is underpinned by the most recent and relevant educational research. The excitement of our new build will enable staff to continue to develop Modern and Innovative practice across all aspects of education.

We have a highly experienced team of leaders, mentors and subject specialists, who are all committed to supporting your career and develop. We look forward to receiving your application and discussing your career aspirations further at interview.



## MUSIC AND PERFORMING ARTS FACULTY

The Music and Performing Arts Faculty at Byrchall High School offers a vibrant, inspiring and creatively rich curriculum that celebrates artistic expression in all its forms. We believe that the performing arts are essential to developing confident, creative and resilient young people, and our curriculum is designed to support and challenge every student as they explore music, drama, dance and performance.

At Key Stage 3 and Key Stage 4, students engage with a broad and ambitious programme that combines practical performance, composition, appraisal and dramatic work. Our lessons are highly interactive and inclusive, encouraging students to explore a wide range of musical styles, theatrical genres and performance techniques. Through this curriculum, learners not only build technical skills but also develop critical thinking, collaboration and artistic confidence that enriches their overall education.

In 2024 Byrchall opened a brand new eco school building that boasts state of the art facilities to enrich the experience of every student. Music has two teaching spaces, fully equipped practice rooms, radio and recording facilities and access to a full sound and lighting rig for performance of every kind. A large video screen upgraded to live stream allows for broadcast in our amphitheatre outdoor performance venue. We have an active and exciting presence across all media platforms and we encourage the sharing and celebration of work as widely as possible.

The faculty's extra-curricular offer is extensive and diverse and renowned in our area. This exciting work allows students countless opportunities to perform, create and grow beyond the classroom. Students can join the choir, ukulele ensemble, brass group, steel pans ensemble, rock groups, keyboard club and a range of performance workshops. Instrumental lessons are available across a wide variety of instruments, and students regularly take part in school productions, concerts, carol services, local festivals, open mic nights and community events.

Our students also benefit from links to professional venues and wider music and theatre events. Performers have showcased their work beyond the school stage, and the faculty actively seeks opportunities to connect learners with local and regional arts organisations, enhancing their exposure to live performance and creative networks. Recognised as an Artsmark Gold school, professional partnerships, industry experience and Arts at the heart of our community is celebrated here.



# BYRCHALL HIGH SCHOOL

Central to the success of our provision is an enthusiastic, supportive and effective faculty team who champion artistic excellence across Music, Drama, Dance and performance. Staff work collaboratively to develop interdisciplinary projects, annual musicals and enrichment activities that spark imagination, nurture talent and build a strong sense of community and artistic identity. Students of all abilities are encouraged to participate, be creative and enjoy the thrill of live performance and working together.

At Byrchall, the Music Department and Performing Arts Faculty not only equips students with valuable artistic skills but also fosters lifelong confidence, creativity and a deep appreciation for the expressive arts.

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## HEAD OF MUSIC

### 1. INTRODUCTION

#### MAIN PURPOSE

- Under the reasonable direction of the Headteacher, carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD).
- Implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and support a designated curriculum area as appropriate.
- Monitor and support the overall progress and development of students as a teacher/ Form Tutor
- Facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- Contribute to raising standards of student attainment.
- Share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.

#### Line Management

Reporting to – Head of Faculty

Responsible for Responsible for Music Teachers / Peripatetic Teachers

#### Liaising With

Headteacher, Senior Leadership Team, teachers and support staff, LA representatives, external agencies and parents.

#### Salary Scale

MPS + TLR2B

#### Working Time

Full time as specified within the STPCD

#### DBS Disclosure Level

Enhanced



## 2. TEACHING

2.1 Undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher.

## 3. STRATEGIC/ OPERATIONAL PLANNING

3.1 Lead the development of appropriate syllabuses, resources, scheme of work, marking policies, assessment and teaching and learning strategies in the department.

3.2 Be responsible for the day-to-day management, control and operation of course provision with the department, including effective deployment of staff and physical resources.

3.3 Monitor actively and follow up student progress.

3.4 Implement school policies and procedures, e.g. equal opportunities, health and safety, COSHH, accommodation strategy, etc.

3.5 Work with colleagues to formulate aims, objectives and strategic plans for the department which have coherence and relevance to the needs of students and to the aims, objectives and strategic plans of the school.

3.6 Lead and manage the planning function of the department, and to ensure that the planning activities of the department reflect the needs of the students within the subject area, SDP/DDP and the aims and objectives of the school.

3.7 In conjunction with the E-Learning Manager, foster and oversee the application of ICT in Music, including the development of materials for Open Learning.

3.8 Ensure that health and safety policies and practices, including risk assessments, throughout the department and are in-line with national requirements and are updated where necessary, therefore liaising with the school's Health and Safety Manager.

## 4. CURRICULUM PROVISION

4.1 Liaise with the Deputy Head Teaching & Learning to ensure the delivery of an appropriate, comprehensive, high quality and cost-effective curriculum programme which complements the school self-evaluation and the School Improvement Plan.

4.2 Be accountable for the development and delivery of Music



## 5. CURRICULUM DEVELOPMENT

- 5.1 Lead curriculum development for the whole department.
- 5.2 Keep up to date with national developments in the subject area and teaching practice and methodology.
- 5.3 Actively monitor and respond to curriculum development and initiatives at national, regional and local levels.
- 5.4 Liaise with the Deputy Head Teaching & Learning to maintain accreditation with the relevant examination and validating bodies.
- 5.5 Be responsible for the development of key skills in Music.
- 5.6 Ensure that the development of Music is in line with national developments.

## 6. STAFFING

- 6.1 Work with the Deputy Head Teaching & Learning to ensure that staff development needs are identified and that appropriate programmes are designed to meet such needs.
- 6.2 Continue own professional development as agreed with Deputy Head.
- 6.3 Be responsible for the efficient and effective deployment of the Department's technicians/support staff.
- 6.4 Undertake Performance Management Review(s) and to act as reviewer for a group of staff within the designated department.
- 6.5 Make appropriate arrangements for classes when staff are absent, ensuring appropriate cover within the department liaising with the Cover Supervisor/relevant staff to secure appropriate cover within the department.
- 6.6 Participate in the interview process for teaching posts when required and to ensure effective induction of new staff in line with school procedures.
- 6.7 Promote teamwork and to motivate staff to ensure effective working relations.
- 6.8 Participate in the school's ITT programme.
- 6.9 Be responsible for the day-to-day management of staff within the designated department and act as a positive role model.



## 7. QUALITY ASSURANCE

- 7.1 Ensure the effective operation of quality control systems.
- 7.2 Establish the process of the setting of targets within the department and to work towards their achievement.
- 7.3 Establish common standards of practice within the department and develop the effectiveness of teaching and learning styles in all subject areas within the department.
- 7.4 Contribute to the school procedures for lesson observation.
- 7.5 Implement school quality procedures and to ensure adherence to those in the department.
- 7.6 Monitor and evaluate the curriculum area/department in line with agreed school procedures including evaluation against quality standards and performance criteria.
- 7.7 Seek/implement modification where required.
- 7.8 Ensure that the department's quality procedures meet the requirements of self-evaluation and the Strategic Plan.

## 8. MANAGEMENT INFORMATION

- 8.1 Ensure the maintenance of accurate and up-to-date information concerning the department on the management information system.
- 8.2 Make use of analysis and evaluation of performance data provided.
- 8.3 Identify and take appropriate action on issues arising from data, systems and reports; setting deadline where necessary and reviewing progress on the action taken.
- 8.4 Produce reports within the quality assurance cycle for the department.
- 8.5 Produce reports on examination performance, including the use of value-added data.
- 8.6 In conjunction with the relevant Deputy, manage the department's collection of data.
- 8.7 Provide the Governing Body with relevant information relating to the departmental performance and development.



## 9. COMMUNICATIONS AND LIAISON

- 9.1 Ensure that all members of the department are familiar with its aims and objectives.
- 9.2 Ensure effective communication/consultation as appropriate with the parents of students.
- 9.3 Liaise with partner schools, higher education, industry, examination boards, awarding bodies and other relevant external bodies.
- 9.4 Represent the Department's views and interests.
- 9.5 Contribute to the planning and delivery of school liaison activities.
- 9.6 Lead the development of effective subject links with partner schools and the community, promoting subjects effectively at liaison events in school, partner schools and the wider community.
- 9.7 Promote actively the development of effective subjects links with external agencies.

## 10. MANAGEMENT OF RESOURCES

- 10.1 Manage the available resources of space, staff, money and equipment efficiently within the limits, guideline and procedures laid down; including deploying the department budget, acting as a cost centre holder, requisitioning, organising and maintaining equipment and stock, and keeping appropriate records.
- 10.2 Work with the Deputy Head Teaching & Learning in order to ensure that the Department's teaching commitments are effectively and efficiently time-tabled and roomed.

## 11. PASTORAL SYSTEM

- 11.1 Monitor and support the overall progress and development of students within the department.
- 11.2 Monitor student attendance together with students' progress and performance in relation to targets set for each individual, ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary.
- 11.3 Act as a Form Tutor and to carry out the duties associated with that role as outlined in the generic job description/staff handbook.
- 11.4 Contribute to PSHCE, citizenship and enterprise according to school policy.
- 11.5 Ensure the behaviour management system is implemented in the department so that effective learning can take place.



## 12. SCHOOL ETHOS

- 12.1 Play a full part in the life of the school community, supporting its distinctive mission and ethos and encouraging staff and students to follow this example.
- 12.2 Support the school in meeting its legal requirements for worship.
- 12.3 Promote actively the school's corporate policies.
- 12.4 Comply with the school's health and safety policy and undertake risk assessments as appropriate.



## PERSON SPECIFICATION

### HEAD OF MUSIC

QUALIFICATIONS AND PROFESSIONAL DEVELOPMENT	Essential	Desirable
Qualified Teacher Status	✓	
An Honours Degree		✓

KNOWLEDGE AND UNDERSTANDING	Essential	Desirable
Understanding of curriculum requirements for Music and requirements for assessment, recording and reporting of pupils' attainment and progress.	✓	
Cope securely with subject related questions pupils raise.	✓	
Understand how pupils' learning in the subject is affected by their physical, intellectual, emotional and social development. Developments in the National Curriculum / GCSE	✓	
Ability to use ICT effectively		✓

PLANNING; the ability to:	Essential	Desirable
Identify clear teaching objectives and content and specify how these will be taught and assessed.	✓	
Set tasks which challenge pupils and ensure high levels of pupil interest.	✓	
Set clear targets for pupils' learning.	✓	
Provide clear structures for lessons and for sequences of lessons, in the short, medium and longer term which maintain pace, motivation and challenge for pupils.	✓	
Make effective use of assessment information when planning.	✓	
Ensure effective coverage of examination syllabuses and NC programmes of study.	✓	



<b>TEACHING AND CLASS MANAGEMENT; the ability to:</b>	<b>Essential</b>	<b>Desirable</b>
Use teaching methods which sustain the momentum of pupils' work and keep all pupils engaged.	✓	
Monitor and intervene when teaching to ensure sound learning and discipline.	✓	
Set high standards of behaviour through well focused teaching and positive relationships.	✓	

<b>MONITORING, ASSESSMENT, RECORDING, REPORTING; the ability to:</b>	<b>Essential</b>	<b>Desirable</b>
Mark and/or monitor pupils' assigned classwork and homework providing constructive feedback and setting targets for pupil progress.	✓	
Assess and record each pupil's progress systematically.	✓	
Prepare and present information reports to parents.	✓	
Assess pupils against attainment targets.	✓	

<b>OTHER PROFESSIONAL REQUIREMENTS</b>	<b>Essential</b>	<b>Desirable</b>
Undertake duties as set out in the Teachers' Pay and Conditions document.	✓	
Understand teachers' legal liabilities and responsibilities.	✓	
Establish good relationships with colleagues.	✓	
Carry out their duties in accordance with guidance from their line manager.	✓	
Participate in Continued Professional Development.	✓	
Provide pastoral support as a Form Tutor	✓	