



## HECKMONDWIKE GRAMMAR SCHOOL

### JOB DESCRIPTION

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| <b>Title:</b>          | Peripatetic Music Teacher   |
| <b>Responsible To:</b> | Subject Leader – Music Performing Arts Department   |
| <b>Hours:</b>          | Casual Contract - can vary each year, from an hour to a full day (or days), depending on the number of students who require lessons |
| <b>Salary:</b>         | £24.38 per hour   |

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#### Peripatetic Aims

To provide an outstanding peripatetic service that enables students to learn an instrument (or improve their singing techniques), to develop their musical notation reading and to help achieve a lifelong love of music making.

#### Professional Characteristics of Teachers at HGS

All teachers are expected to be effective professionals who challenge and support all pupils to do their best. Teachers should inspire confidence, build team commitment and engage and motivate their pupils. They should think analytically about their work and take positive action to improve the quality of pupils' learning. They will encourage high standards of academic and personal achievement and be a good role model for the students in the school.

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#### **Main Teaching Duties:**

1. To deliver well-planned, personalised and effective instrumental/vocal tuition to pupils according to the published timetable provided by the Subject Leader;
2. To encourage high standards of musical and personal achievement, appearance and conduct in all pupils, taking account of the published aims of the school;
3. To set personal targets for the pupils each week and to write these in their practice booklets;
4. To assess, record and report on the progress of pupils at the intervals required by the school and Subject Leader. Using -
  - a) *verbal comments and/or musical demonstrations in each lesson;*
  - b) *written comments and instructions in the practice booklet on a weekly basis*
  - c) *a check list report twice a year (attendance etc.)*
  - d) *one full report a year summarising progress, standards, future targets etc.*
5. To complete a register each lesson and report any attendance issues to the Subject Leader;



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6. To strongly encourage and prepare pupils to take formal music examinations, such as ABRSM, Rock School, etc.;
7. To participate in preparing pupils for their public examinations (such as GCSE performances) as directed by the Subject Leader;
8. To contribute to the teaching and development of specialist music programmes under the direction of the Subject Leader;
9. To strongly encourage pupils to attend appropriate musical ensembles at both HGS and, if appropriate, external ensembles;
10. To lead and/or assist with extra-curricular activities following the approval of the Subject Leader and in line with the yearly peripatetic costing forecast;
11. To contribute to references relating to individual pupils preparing for University;
12. To help maintain the school string instruments, notifying the Subject Leader of requirements
13. Support the department in promoting music across the school.

### **General**

1. To take reasonable care of the health and safety of self, other persons and resources whilst at work;
2. To co-operate with SLT as far as is necessary to enable the responsibilities placed upon the School under the Health and Safety at Work Act to be performed, e.g. operate safe working practices.
3. To share responsibility with other users for the care of furnishings, fittings and equipment in any room particularly assigned;
4. As part of your wider duties and responsibilities you are required to promote and actively support the schools' responsibilities towards safeguarding and report any concerns. Safeguarding is about keeping people safe and protecting people from harm, neglect, abuse and injury. It is about creating safe places, being vigilant and doing something about any concerns you might have. It is not just about the very old and the very young, it is about everyone who may be vulnerable.

***The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.***