



Appointment to  
Teacher in Charge of Music

INFORMATION FOR POTENTIAL APPLICANTS



## Letter from Chair of Governors

Dear potential applicant

Thank you for your interest in the position of Teacher in Charge of Music at Kingsmeadow Community School. I hope that you will find the information pack interesting and inspiring.

The governors are extremely proud of the school. It is a very exciting place to learn, for students and staff. New developments are becoming well established, taking the school forward to achieve its ambition of becoming an outstanding school and provide a 'World Class' education for its students. An innovative curriculum, effective teaching strategies and strong pastoral care continue to raise standards and ensure students become confident, lifelong learners.

Governors and senior leaders are united in their aim that each individual student achieves his or her maximum potential regardless of prior achievement. Behaviour and pastoral care are exemplary. The school has an inclusive ethos and the gap between the achievement of Pupil Premium students (who make up about half of the school population) and others is narrowing year on year.

A very clear vision and school improvement plan all help staff to have clear aims and targets. Teamwork is well developed, with staff learning from and supporting each other, and there are opportunities to develop leadership skills. Staff are very well supported through performance management and a focused, relevant CPD programme which meets individual as well as whole school needs.

This is an exciting opportunity to join the school team and help shape the future of our school. I urge you to visit us to learn more and to see our excellent modern facilities at first hand.

Yours sincerely,

Sarah Diggle  
Chair of Governors



Dear Candidate

**Teacher in Charge of Music**

Thank you for your interest in the above post at Kingsmeadow Community School. Kingsmeadow Community School is a community school in every sense of the word. At the heart of Kingsmeadow lies a highly aspirational, academic curriculum of which we are fiercely proud. Our strong academic curriculum is supported by a generous and well-planned Character Curriculum which runs through years 7 to 13. The students who attend Kingsmeadow come from an increasingly diverse community, meaning that the successful candidate will have opportunities to work with young people across all ability ranges. Staff at Kingsmeadow Community School have unerringly high expectations for all students. Through developing their understanding of learning, and working in partnership with home, we seek to instil these high expectations into our students. Using our core values of Integrity, Resilience and Respect, we seek to equip our students with the skills they need to be successful citizens who contribute positively to society, whilst giving them the academic profile they need to be able to open up doors of opportunity in their future.

Music is an integral part of Kingsmeadow Community School. We are proud of what students achieve in their lessons and qualifications. We are equally proud of the extra-curricular offer, which has included: my first rock band club; steel drum classes; a drama society and more. We have also hosted a number of music showcases and larger ticketed performances in recent years. The successful candidate will have every opportunity to craft their own range of student opportunities to be immersed in music.

The successful candidate will join the middle leadership team of Kingsmeadow Community School and will be responsible for the ongoing development and implementation of the music curriculum across key stages 3, 4 and 5, working with the teachers responsible for delivering lessons in those subjects. The successful candidate will:

- Enjoy being a collegiate and positive member of a professional team
- Understand the need to relentlessly improve academic standards for all students in order to open up doors of opportunity for their future
- Firmly believe in developing the character of students
- Contribute to the community ethos of Kingsmeadow Community School, building positive and respectful relationships with students, parents, staff and all stakeholders
- Have high expectations of students, and of self as a positive role model

If you require any further information prior to making an application, please contact the Office Manager; Michelle Lane at [mlane@kingsmeadow.org.uk](mailto:mlane@kingsmeadow.org.uk) or on 0191 4606004 ext 222. School visits are welcomed.

I look forward to receiving your application. Further information about our school can be found on our website.

Yours faithfully

Mark Barrett  
Head Teacher



## **DEPARTMENT INFORMATION**

The successful candidate will be joining the Sport and Performance Faculty that supports and challenges our students to be confident, enthusiastic and knowledgeable about our subjects. The Faculty consists of Music, Drama and PE, where all of the staff work together to implement our key strategies.

The music department will consist of 1 full time member of staff who is also the 'Lead Teacher' (this role of application), as well as another specialist member of staff who works part time (3 days). We also have a range of experienced, expert peripatetic teachers who have worked with us for many years to advance the skills and experience of students across all year groups in school. The department has access to many outstanding facilities such as specifically designed classrooms with practice rooms attached, access to our main hall for showcase events, and updated ICT technology that links different topics together to ensure rapid learning.

The Faculty works together as a supportive team, using a variety of approaches to ensure that the subject is taught in a lively and interesting way. Key Stage 3 students take part in a broad and balanced curriculum that is specifically designed so all learning is interwoven, allowing students to develop knowledge and understanding of the key concepts throughout music, as well as transferring their skills across topics.

At Key Stage 4, our students complete the BTEC Tech Award Level 1/2 in Music Practice and our students are supported through a range of practical, theory and coursework components. The fast pace within the lessons, alongside meticulous attention to planning and assessment, ensures the students achieve the grades they desire.

You will be joining the Faculty at a really exciting and challenging time with the progress of every student being at the heart of what we do.

**MR DAVID HARDMAN**

**HEAD OF SPORT AND PERFORMANCE**



## **THE POST: TEACHER IN CHARGE OF MUSIC**

### **PROCEDURE FOR APPLICATION**

If you wish to be considered for this vacancy you should complete an application form on TES, giving the names and addresses of two referees (references will be taken-up prior to interview).

The link to the application form and relevant documents can be found on the school's website under Staff Vacancies. We will only accept applications via TES and CV's or other application formats will not be accepted.

Applications should be completed and submitted by noon on Friday 4 October 2024. Interviews will take place on Thursday 17 October 2024. If you have not heard from us by this time you must assume that your application has been unsuccessful on this occasion, in which case the Governors and I would like to thank you for your time and your interest in the school.



## **ABOUT KINGSMEADOW SCHOOL**

*'Kingsmeadow is a Good school..... Teachers teach about the importance of respect, integrity, compassion, courage, pride and quality. They set a good example and pupils conduct themselves maturely.'*

OFSTED Sept 2021

Any welcome that I give here in writing can not do justice to the welcoming atmosphere that is felt on entering Kingsmeadow Community School. We are a community school in every sense of the word. At Kingsmeadow you will find an ambitious, dedicated and caring staff body working with students who have a real desire to work hard and succeed.

At the heart of Kingsmeadow School lies a highly aspirational, academic curriculum of which we are fiercely proud. All students have the opportunity to access the EBACC and around 90% do so. Our sixth form offer is made up of exclusively level 3 courses. We do not limit our expectations of our students and, in doing so, we find that they strive to step up and meet those expectations. Aspiration is the key to success.

The students who attend Kingsmeadow School come from an increasingly diverse community. Using our core values of Integrity, Resilience and Respect, we seek to equip our students with the skills they need to be successful citizens who contribute positively to society, whilst giving them the academic profile they need to be able to open up doors of opportunity in their future. Our strong academic curriculum is supported by a generous Character Curriculum which runs through years 7 to 13. This is delivered through our daily Thrive sessions, which account for two hours of curriculum time per week. These sessions incorporate much of the PSHE, RSE, SMSC and British Values education, as well as our own Character Curriculum. This was all highly commended in our September 2021 Ofsted visit and has moved from strength to strength since then.

As a Google Reference school we use the Google suite across the school. Teachers and students are well versed in using Google Classroom for classwork and homework. Students have good access to technology, with over 400 Chromebooks plus desktops available in school.

I am excited to be leading Kingsmeadow School from September 2024. I will be building on the work that has already been done in improving the school. Moving forward, we have a number of areas for development which we will be addressing, including: working more closely with home and the community; tackling inherently low-levels of literacy; further building resilience through aspiration. I am looking to appoint the right person who can work with me and the senior leadership team in making the improvements that the students and community of Kingsmeadow Community School deserves.

**Mark Barrett**  
**Headteacher**



## **LEADERSHIP STRUCTURE**

### **Headteacher**

Mr M. Barrett

### **Deputy Headteachers**

Mrs A. Douglas

Mr S. Ferguson

### **Business Manager**

Miss C. Bulman

### **Assistant Headteachers**

Mr G. Dunlop

Mrs M. Langley

Mrs C. Richardson

Mr A Milton (from January 2025)



## **JOB DESCRIPTION - TLR Post**

<b>Job Title</b>	<b>Reports to</b>	<b>Effective Date</b>
<b>Teacher in charge of Music</b>	<b>Head of Sport and Performance</b>	<b>January 2025</b>
<b>Salary Grade</b>	<b>Conditions of Service</b>	<b>Line management</b>
<b>TLR 2A (£3,214)</b>	<b>Full time - Permanent</b>	<b>No</b>

The duties required of all teachers under Pay and Conditions of Service legislation are a necessary part of this job description. This is not necessarily a comprehensive definition of the post and may be subject to modification or amendment after consultation with the post holder.

### **Role Specific Responsibility**

To provide outstanding leadership within the music department so that teaching and learning is consistently outstanding. To ensure that all young people make at least expected progress in all Key Stages. To continue to develop an innovative, collaborative and progressive music curriculum.

### **Main Purpose**

Ensure programmes of learning are delivered that enable the highest levels of personalised outcomes at all key stages.

### **Specific Duties and Responsibilities**

- To ensure the successful delivery of music across the school.
- To promote the vision and direction of music within the school in order to inspire and enthuse students and members of the team.
- To safeguard young people by ensuring that all aspects of Health and Safety are adhered to in lessons.
- To develop appropriate interwoven schemes of work at KS3, KS4 and at Post-16 so that every young person makes outstanding progress in their learning.
- Keep up-to-date with subject development and take part in relevant CPD for this purpose, disseminating to other staff where appropriate.
- To provide regular reports on student performance based on internal assessment data as well as externally verified examination results and to coordinate effective interventions as appropriate.
- To be involved in the delivery of extra-curricular activities.



- To act as a role model to others, demonstrating high standards of professionalism in all aspects of leadership.
- To complete all administrative tasks in a timely and accurate manner. To ensure that appropriate arrangements are made for examination entries and statutory requirements.
- To contribute to wider whole school policy making as appropriate
- To manage the available space and equipment efficiently within the limits, guidelines and procedures

### **Teaching and Learning**

- Planning and ensuring the curriculum delivery for each individual in the class they are responsible for; including personalised learning programmes for individual pupils.
- Maintaining discipline in accordance with the school procedures and to encourage good practice with all aspects of pupil's outcomes.
- Behaviour management intervention and behaviour support plans when appropriate.
- Maintaining a high quality learning experience for pupils, which meet internal and external quality standards.
- Using a variety of delivery methods which will stimulate learning appropriate to pupil needs and demands of the curriculum.
- Undertaking assessment of pupils as requested by external examination bodies and school procedures ensuring deadlines are met.
- Marking, grading and giving written/verbal diagnostic feedback as required.
- Tracking pupil progress and ensure that detailed records of pupils progress are maintained to inform teaching and learning.

### **Curriculum**

- The development and organisation of the curricular areas to which they contribute.
- Implementing modification and improvement where required.
- Development in liaison with other staff of the curriculum, resources, schemes of work, marking policies, assessment and teaching strategies.
- Working with colleagues to establish aims and objectives for the curricular areas which are relevant to the needs of the pupils and the aims for the school.
- Participation in the monitoring and evaluation of curricular areas in line with the agreed school procedures, including evaluation against quality standards and performance criteria.

### **Pastoral System**

- Actively promoting the building of self esteem of pupils by providing opportunities within the form group to develop positive relationships that enable pupils to develop their social skills.
- Support colleagues by implementing the schools Behaviour Policy.
- Maintaining pastoral records and close contact with parents ensuring pupils needs are met.
- Maintain the school merit system and record details of pupil progress.
- Playing a full part in the life of the school community, supporting its distinctive ethos and encouraging pupils to follow this example.
- Participating in assemblies as required, liaising with the assistant Head Teacher when necessary.
- Attending scheduled meetings as required with pastoral group and assistant Head teacher.

### **Leading and Managing Staff**

- Effective liaison with support staff enabling targeted pupil support where necessary.

- Providing induction and mentoring for new support staff when appropriate.
- Supporting supply teachers when necessary.
- Directing Teaching Assistants in the preparation of resources and display.
- Ensuring staff involved in an off-site visit have completed appropriate planning and risk assessments.
- Organisation of peripatetic teachers

### **Quality Assurance & Accountability**

- Adhering to the schools quality procedures and where necessary assist in implementing additional systems.
- Contributing to the process of monitoring and evaluation of the curricular areas they teach including evaluation against quality standards and performance criteria.
- Reviewing annually methods of delivery and possible improvements to both resources and presentation.
- The continued institutional development in which all staff recognise they are instrumental and accountable for the success of the school.
- Ensuring all data regarding pupil progress is available when necessary including annual reviews.
- Presenting information as may be required by Governors or other agencies.
- Engagement in Appraisal cycle as detailed in school procedures.

### **Other Duties**

- Maintaining the distinctive ethos of the school and playing a full part in all aspects of the school community.
- Maintaining a high attendance and punctuality record.
- Ensuring the schools policies with respect to equal opportunities are adhered to.
- Ensuring their professional knowledge in all aspects of teaching and learning and safeguarding is up-to-date.
- Undertaking any other duty as specified by STPCD not mentioned above.
- Undertaking any other duty which the Headteacher deems appropriate or necessary that are commensurate with the post.



## Teach in Charge of Music

AF – Application Form

SP – Selection Process

Ref – Reference

Specification	Essential/Desirable	Method of Assessment
<b>QUALIFICATIONS &amp; TRAINING</b>		
• Degree or equivalent	Essential	AF
• Qualified Teacher Status	Essential	AF
• Evidence of continuing professional development	Desirable	AF
<b>PROFESSIONAL EXPERIENCE</b>		
• Outstanding Teacher	Desirable	AF, SP & Ref
<b>SKILLS, KNOWLEDGE &amp; ATTRIBUTES</b>		
• Well organised	Essential	AF, SP & Ref
• Ability to meet deadlines	Essential	AF & SP
• Excellent classroom practitioner	Essential	AF, SP & Ref
• A commitment to teaching students of all abilities	Essential	AF & SP
• Ability to use IT effectively to enhance teaching, learning and planning	Essential	AF & SP
• Knowledge of the Google suite of apps	Desirable	AF & SP
<b>PERSONAL QUALITIES</b>		

• Enthusiasm, drive and love for the job	Essential	SP & Ref
• Clear vision and innovative approach	Essential	SP & Ref
• Passion for ensuring all aspects of school life demonstrate integrity and respect	Essential	SP & Ref
• Excellent communication skills	Essential	SP & Ref
• Ability to organise, plan and prioritise time effectively	Essential	SP & Ref
• Ability to act decisively	Essential	SP & Ref
• Sense of humour	Essential	SP
• Excellent attendance and punctuality	Essential	Ref