

Teacher of Music with Cover Supervisor Application Pack



The next exciting chapter
of your career starts here.

Contents

- Information Regarding the Role
- Job Description
- Application Process



‘By prioritising staff well-being and providing useful professional development, staff feel more empowered’

‘Determined and consultative leadership’

‘You have created greater pride in the school amongst staff and the wider community’

‘Trust leaders share your high expectations for pupils’ education and welfare’

Ofsted 2021

Information Regarding the Role

Court Fields School employment opportunity:

**Teacher of Music — 0.5 FTE
Teachers' MPS to UPS
Cover Supervisor 15 hours per week
30 minutes unpaid break per day
Term Time plus three Inset days (38 weeks)
Grade 13 (Actual annual salary £7,398)**

Permanent from September 2023

**Closing date for applications:
Midday on Wednesday 22nd March 2023**

As a result of increasing student numbers, and our Year 7 cohort for September 2023 being significantly oversubscribed, we are looking to expand our staff team at Court Fields School.

We are seeking to appoint an exceptional and inspiring teacher of Music at this exciting time with the option of hours made up to Full time as a Cover Supervisor.

You would be joining a thriving and ambitious department, with a diverse range of academic interests and expertise.

We are looking for a teacher who:

- Has a strong passion for teaching Music
- Has excellent subject knowledge
- Plan and deliver high quality lessons that will challenge student and inspire progression
- Will contribute to Extra-Curricular Music
- Will build positive relationships with learners across the range of abilities
- Will work effectively within a team context
- A committed individual eager to develop their knowledge and career

We would be happy to consider applications from ECTs for this post, and have a robust induction program in place to support new and developing teachers.

There would be an opportunity to increase this position to full time with an additional cover supervisor role.

Appointment is from September 2023

CVs are not accepted, please complete the application form in full.

Closing date: Midday on Wednesday 22nd March 2023

Interview date: Wednesday 29th March 2023

Teacher of Music Job Description

The Trust's aims and values are fundamental and each member of staff will be expected to promote and develop these in all aspects of her/his work. All duties should be exercised in the context of these aims and values and in line with the Trust's policies.

The Conditions of Employment of Teachers (contained in the School Teachers' Pay & Conditions Document) and the Teachers' Standards Frameworks produced by the Teacher Training Agency form part of job descriptions for teachers.

In line with both the complex nature of the roles carried out and the priority placed on development and improvement in all aspects of our work, job descriptions are written in terms of outcomes rather than simply a list of specific tasks.

The post-holder shall perform, in accordance with any directions, which may reasonably be given to her/him by the Headteacher from time to time, such particular duties as may reasonably be assigned to her/him.

The generic job description, which follows, outlines the main areas of responsibility. There will be particular areas of responsibility and accountability, which will be negotiated with the successful applicant based on his/her strengths and the needs of the Department.

Post Title: TEACHER OF MUSIC

Purpose: To plan and deliver an appropriate curriculum that meets the needs of each student.

To monitor and support the overall progress and development of students as a subject teacher/form tutor.

To contribute to raising standards of student attainment.

To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.

To create an environment conducive to effective learning.

To support the maintenance of high standards across all aspects of school life.

Reporting to: Head of Department

Liaising with: School Leadership Team, teaching/support staff, LA representatives, external agencies, organisations, individuals, parents.

Working time: 195 days per year (full time)

Teacher of Music Job Description (Continued)

Salary Grade: Pay scale for classroom teachers plus pay scale for post-threshold teachers where relevant.

Disclosure Level: Enhanced.

Expectations:

- To have a belief in the importance of working together with all other staff to develop and implement the Trust's aims, plans and policies.
- To support and contribute to attempts to achieve continuous Improvement in all aspects of the work of the Trust.
- To work, represent and promote the area and school in a manner that enhances the Trust's aims and values.
- To have a well-informed vision for the curriculum area and be committed to a culture of continuous improvement.
- To value the importance of a collegiate approach and the opinions of all members of the Trust.
- To have excellent communication skills, both written and oral and high competence in the use of ICT, both for learning and administration.
- To be committed to positive behaviour management.
- To be committed to enrichment activities in support of effective learning.
- To be able to work in an inclusive and positive manner and help to promote enjoyment of learning throughout the Trust.

Operational & Strategic Planning:

- To assist in the development of appropriate syllabuses, resources, schemes of work, assessment processes and teaching and learning strategies.
- To contribute to the formulation of aims, objectives and strategic plans.
- To plan and prepare courses and lessons that support effective curriculum delivery.
- To implement Trust policies and procedures.

Curriculum Provision & Development:

- To deliver the curriculum in a manner that meets the needs of individual students.
- To assist in the process of curriculum development in order to ensure that the curriculum provided is of high quality and meeting the needs of individual students.

Teacher of Music Job Description (Continued)

Staffing Deployment & Development:

- To continue to develop professionally in all aspects of the role including through involvement in a range of professional development activities.
- To engage in the Performance Management Review process in support of personal professional development.
- To ensure the effective and efficient deployment of learning support within the classroom.
- To support the professional development of colleagues to aid their ongoing professional development.
- To contribute to the establishment of effective working relationships within teams across the Trust.

Student Outcomes:

- To implement systems for monitoring student progress, both individual and groups, and to use the information obtained to improve student outcomes.
- To implement an effective and positive approach to behaviour management that supports high quality learning.
- To be accountable for student outcomes within classes and groups for which responsibility is held.

Quality Assurance:

- To implement area and Trust plans and policies in an effective manner.
- To implement an effective process of self-review and self-evaluation, including that based on target setting and analysis of data.
- To develop and implement action plans based on this self-review/self-evaluation.

Specific Responsibilities:

- Responsible to the Headteacher via the Head of Department for teaching subject duties, and the Head of House for Form Tutor duties.
- To be confirmed following consultation with the potholder.

This job description is current at the date shown, but, in consultation, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the salary grade and post title.

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to a satisfactory Disclosure and Barring Service (DBS) Enhanced Disclosure Certificate.

Cover Supervisor Job Description (Continued)

The Trust's aims and values are fundamental and each member of staff will be expected to promote and develop these in all aspects of her/his work. All duties should be exercised in the context of these aims and values and in line with the Trust's policies.

Job Title: Cover Supervisor

Reports to: Assistant Head

Grade: 13 Point 6 (£7,398)

Hours: 15 hours per week, term time plus three Inset days
(38 weeks per year)

Main Purpose of Job:

To supervise the learning of students when teaching colleagues are absent for short-term periods, together with supporting teaching and learning across the school.

To support within other areas of the school at times when there are no cover requirements.

To supervise students during lunchtime, either inside or outside of the school building, as directed.

Role:

This job description describes in general terms the normal duties which the post-holder will be expected to undertake. However, the job or duties described may vary or be amended from time to time without changing the level of responsibility associated with the post.

Cover Supervisor Job Description (Continued)

Supporting the assigned teacher of a class by;

1. Supervising whole classes during pre-planned learning activities, which have been set in accordance with the school policy, i.e. relevant to the age group and point reached in the curriculum to assist with continuity
2. Collecting finished work as necessary and returning it to the appropriate teacher
3. Promoting positive values, attitudes and good student behaviour, dealing promptly with conflict and incidents in line with established policy, and encouraging students to take responsibility for their own behaviour
4. Reporting, as appropriate, using the school's agreed referral procedures on the behaviour of students during the class, and any issues arising

Supporting students by;

1. Responding to students and providing general guidance or advice about process and procedures
2. Establishing productive working relationships with students, acting as a role model and setting high expectations for behaviour
3. Promoting the inclusion and acceptance of all students within the classroom
4. Working consistently whilst recognising and responding to individual student needs
5. Encouraging students to interact and work co-operatively with others
6. Promoting independence and employing strategies to recognise and reward achievement of self-reliance

Supporting the curriculum by;

1. Helping students to access pre-planned learning activities
2. Ensuring that any pre-determined equipment and resources are available to students

Cover Supervisor Job Description (Continued)

Supporting the school by;

1. Being aware of and complying with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, and reporting all concerns to an appropriate person
2. Being aware of and supporting difference and ensuring all students have equal access to opportunities to learn and develop
3. Contributing to the overall ethos/work/aims of the school
4. To undertake the role of teaching assistant when there are no cover requirements
5. To supervise students during lunchtime in accordance with the School Behaviour Policy, being especially vigilant as to the health, safety and security of students
6. To undertake other non-teaching duties to support learning and the curriculum. This could include providing additional support for individual students, exam invigilation, accompanying educational visits or support to administrative departments and pastoral teams

Standards and Quality Assurance;

1. Support the aims and ethos of the school
2. Set a good example in terms of dress, punctuality and attendance
3. Attend team and staff meetings
4. Be proactive in matters relating to health and safety across the school

This job description is current at the date shown but in consultation may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the salary grade and post title.

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All staff will be required to attend regular training and update sessions. This post is subject to a satisfactory Disclosure Barring Service (DBS) Enhanced Disclosure Certificate

Application Process

Applications should be emailed to tmorcom@courtfields.net or posted to:

Mrs Tracey Morcom
Cover Manager & HR Assistant
Court Fields School
Mantle Street
Wellington
Somerset
TA21 8SW

Closing date: Midday on Wednesday 22nd March 2023

Interview date: Wednesday 29th March 2023

The Castle Partnership Trust is committed to safeguarding and promoting the welfare of children and young people and expects all who work here to share this commitment. The successful candidate will be subject to employment checks, including an Enhanced DBS disclosure.



The Castle Partnership Trust

ACHIEVE | BELONG | PARTICIPATE

Chief Executive Officer: Sarah Watson

THE CASTLE SCHOOL

Wellington Road, Taunton,
Somerset TA1 5AU
Tel: 01823 274073
www.castleschool.co.uk

COURT FIELDS SCHOOL

Mantle Street, Wellington,
Somerset TA21 8SW
Tel: 01823 664201
www.courtfields.net

WELLESLEY PARK PRIMARY SCHOOL

Homefield, Wellington,
Somerset TA21 9AJ
Tel: 01823 664876
<http://www.wellesleyparkschool.com>

ISAMBARD KINGDOM BRUNEL PRIMARY SCHOOL

Thomas Place, Wellington,
Somerset TA21 8FP
Tel: 01823 274073
<https://www.ikbschool.co.uk>



Achieve | Belong | Participate

Achieve.
Belong.
Participate.

