



The Beacon

Independent Prep School for boys aged 3-13
Amersham, Buckinghamshire

Music Teacher (Primary Age Group)

Maternity Cover

Full-time/part-time

From January/February 2024



Contents

Welcome	3
Aims and Ethos	4
Job Description	5
How to Apply	8



Address: The Beacon
Amersham Road
Chesham Bois
Amersham
Bucks
HP6 5PF

Telephone: 01494 736165

Email: recruitment@beaconschool.co.uk

Website: www.beaconschool.co.uk

The School is committed to safeguarding and promoting the welfare of children. Applicants must be prepared to undergo appropriate child protection screening, including checks with past employers and the Disclosure and Barring Service.

The Beacon is an equal opportunities employer.

Registered in England No. 01067862. Registered Charity No. 309911.



From Nick Baker

Headmaster



Dear Applicant

Thank you for your interest in the role of temporary Music Teacher at The Beacon. This vacancy is available due to maternity cover where we expect the help to be needed for up to 12 months.

The role is full-time with the potential for part-time/job share arrangement (provided a suitable pattern could be established to enable the timetable to be covered).

In this post, you would focus primarily on our younger age groups from Nursery through to Year 4. You would play a key role in our Performing Arts team and you would be expected to deliver an innovative and exciting whole school music agenda and bring creative flair to the Beacon's performance and productions repertoire.

It is not essential to hold QTS for this opportunity, but important that you have relevant experience of teaching Music to primary age groups in a school setting. It is also essential that you are able to play the piano to Grade 8 level or equivalent.

The Beacon is a large prep school for boys aged between 3 and 13, set on a 16 acre site near Amersham, some 30 minutes from London by train/tube.

Our school has a purpose-built music department with eight tuition rooms, a large music teaching room and a newly refurbished Music Technology Suite. There is a strong culture of Performing Arts in the school and our on-site theatre is a place where this aspect of school life comes into its own. To give you a flavour of life at The Beacon please take a look around our website www.beaconschool.co.uk.

You will find our Safeguarding and Child Protection Policy and other useful policies on the website too. The Beacon is a remarkable school and we seek remarkable people. I look forward to hearing from you.

Nick Baker

Headmaster

IMPORTANT NOTE:

- *The school is committed to safeguarding and promoting the welfare of children. Safeguarding checks will be undertaken in accordance with School policy*
- *The safeguarding responsibilities of the post can be found in the job description and person specification in this recruitment pack*
- *The post is exempt from the Rehabilitation of Offenders Act 1974.*



Professional Standards

The Following is our 'Circle of Success'. It is this which makes The Beacon a special place to be educated and work at. All our staff live and breathe by the professional principles below. If these resonate with you, you would definitely enjoy working at our School.





The Role and Job Description

Role: Music Teacher

Hours: The role is Full-time with the potential for job share (provided you are able to work a suitable pattern to ensure Full time hours are covered). Normal School hours during term time (attendance from 08:00 with allocation of after school duties etc.).

Reporting to: Head of Music

Job Purpose:

To teach music and the delivery of the music provision for primary age pupils at the school working closely with the Performing Arts Team to continue to deliver and build upon the extensive and impressive performing arts offering at our school.

Responsibilities

- To work closely with the Performing Arts Team to ensure that all departmental requirements are being met
- To assist in the development of appropriate syllabuses, resources, schemes of work and teaching strategies in the Subject Area and Department
- To plan, prepare and deliver Music lessons
- To be prepared to teach Music Technology
- To assist, if required, with the co-ordination of peripatetic Music tuition and scholarship preparation
- To enter the school/boys for Music competitions and exhibitions/festivals
- To collaborate with Heads of Section, Drama and English staff to provide an inspiring and broad range of performance opportunities for all pupils
- To help plan, prepare and deliver drama and music productions and performances as required throughout the school academic year (where this may require occasional working in the evenings or weekends)
- To develop the school's many choral and orchestral ensemble groups
- To ensure creative and logistical delivery of sectional and year group productions
- To teach and inspire all our pupils according to their educational needs and development potential
- To maintain accurate and up to date records, tracking the pupil progress and using information to inform teaching, learning and individual development
- To report progress to parents at Parents' meetings and in written reports
- To contribute to the process of monitoring and evaluation of the subject area/department constantly seeking/implementing modification and improvement where required.
- To make full and productive use of resources (including IT)



- To deliver strong pastoral care in line with our school's ethos
- To keep the Academic Leadership informed of any issues concerning pupils in your classes

Other Responsibilities

- To attend INSET and other relevant training as required
- To attend staff meetings, Open Day/Mornings, Speech Day, Parents' Evenings, and curriculum meetings
- To participate in Additional Duties which may include early duties, break-time and lunchtime duties on a rota basis
- To assist with the organisation and running of trips and events as required
- To play a full part in the life of the school community, to support our distinctive mission and ethos and to encourage all our staff and boys to follow this example

Safeguarding

Promoting and safeguarding the welfare of children and young persons for who you are responsible and with whom you come into contact; following the School's safeguarding policy at all times and using the internal systems/contacting the DSL for monitoring safeguarding, wellbeing and pastoral issues

Note:

- The role will involve daily contact with children and a high level of responsibility for children. The role constitutes regulated activity with children.
- In the role, you may also be required to undertake such other duties as the Head reasonably requires from time to time.



Person specification

	Essential	Desirable
Qualifications	Educated to degree level	Suitable teacher qualification, e.g. QTS
Experience	Outstanding music practitioner Experience of working with primary school age group Proficient in playing the piano to Grade 8 level or equivalent	(Note: it is not essential to have worked in the independent sector)
Skills	Excellent teaching abilities Highly organised Strong pastoral skills Ability to contribute to extra-curricular agenda and wrap around care	
Knowledge	Relevant primary school curriculum Up to date safeguarding training	Specialist subject or keen interest in a particular subject.
Other	Able to quickly settle in to new environments Enthusiastic about learning and teaching Commitment to maintaining the highest standards in classroom delivery Friendly and approachable Ability to remain calm and professional in all situations Self-motivated and versatile Excellent role model Desire to contribute to school life beyond immediate classroom Highly professional with positive outlook Team player	



The Process

The school is committed to safeguarding and promoting the welfare of children.

All applicants must be prepared to undergo appropriate child protection screening, including checks with past employers and the Disclosure and Barring Service. The Beacon is an equal opportunities employer. References will be required and any relevant issues arising from such will be taken up at interview or a suitable point during the process.

Candidates who have a disability or any other special requirements should let the school know if there are any reasonable adjustments they would like the school to make as part of this recruitment process.

There is a requirement to complete the school's Application Form which can be downloaded from the website. Please send a copy of your completed Application Form and covering letter to recruitment@beaconschool.co.uk

The closing date for receipt of applications is **Sunday 01 October 2023**. Interviews will be held in the following week.

(Please note that whilst an interview is to be used as the primary feature of the selection process, if invited for interview you will be advised as to whether any additional selection methods will be required to supplement the interview. This may include a lesson, presentation and/or other task. Whatever methods are chosen, the panel will use these to assess the merits of each candidate against the job and person specification).

