



The Purcell School *for young musicians*

Royal Patron: HRH The Prince of Wales



Leading Specialist Music School
Co-Educational – Boarding and Day
180 Students aged from 10 to 18

Female Practice Supervisor (Musician in Residence)

For September 2018 to August 2019

Closing date for application 27th April, 2018

Information for Candidates/Job Description

Introduction

The Purcell School is Britain's oldest specialist music school and in 2012 celebrated its 50th Anniversary. In 2003 the School was awarded the UNESCO Mozart Gold Medal in recognition of its unique contribution to music, education and international culture and in 2015 the School became the first ever Fazioli Centre of Excellence. The School's students are funded largely by the Government's Music and Dance Scheme, along with the School's own bursary funds. The School has consistent success in national and international competitions and has an extensive programme of outreach and community work. Its orchestras, ensembles and instrumentalists give concerts throughout London, the UK and abroad.

History

The school was founded in 1962 by Rosemary Rapaport and Irene Forster as the 'Central Tutorial School for Young Musicians', and opened in temporary premises at the Conway Hall, Red Lion Square, with four students. Renamed 'The Purcell School' in 1969, it occupied premises first in Hampstead and then in Harrow before moving to its current location in 1997.

Location

The Purcell School is the only specialist Music School within the M25, and this proximity to London brings many advantages. We are only 30 minutes from Heathrow and Luton airports and an hour from Gatwick or Stansted; Bushey station and Watford Junction station are close by and provide a fast (19 minute) link to the heart of the capital; the M1 and M25 give access to the rest of the country.

Facilities

The school enjoys excellent facilities which have been improved considerably in recent years. In 2007 the new Music Centre was opened by Sir Simon Rattle and features state-of-the-art classrooms, a professional recording studio, practice rooms and a recital hall. Since 2009 extensive works have taken place to expand and upgrade the school's boarding facilities and a £4.25m boarding house was opened in January 2011. Other works are planned over the next five years to further enhance the facilities.

The Students

The school currently has over 180 students aged from 10-18 years, of whom about 30% come from abroad. Over 75% of students are boarders. The sixth form currently comprises around 90 students with approximately 25-30 students joining the school each year specifically for the Sixth Form. The majority progress to music conservatoires although a small number each year elect to go to University to study both music and non-musical subjects.

Admissions

Students are admitted at any age between 10 and 17. Entry to the school is on the basis of a music audition, short written test and interviews. Students come from a wide variety of educational backgrounds, including maintained and independent schools in the UK and overseas. A wide academic ability range is therefore a feature of the school, with a significant number of students for whom English is not their first language. Thanks to the Department for Education Music and Dance Scheme, generous bursaries are available.

Music

The Purcell School has an enviable reputation for the quality of its musical education and performance. Students enjoy individual tuition on one or two instruments, or in composition, from some of the very best teachers available. They take part in orchestral, choral and chamber concerts, and have opportunities to perform regularly at venues including the Royal Festival Hall, the Wigmore Hall, Purcell Room and St Albans Abbey. Purcell students frequently achieve success in musical competitions both in the UK and abroad, including in the BBC Young Musician of the Year and the BBC Young Jazz Musician of the Year.



Academic curriculum

Our academic curriculum allows students to fulfil their musical potential without limiting their choices. Although the exact shape of the curriculum will be different for different students, the broad intention is that there should be progression over time: younger students need a larger amount of academic time, to ensure that the basic skills and knowledge are in place, and that they are able to achieve good grades at GCSE. As they get older, they are expected to spend more time practising their instruments, taking part in chamber music and orchestral or choral groups, and the proportion of time spent on academic work therefore decreases. Depending on a student's age and instrumental commitments, between 25% and 50% of curricular time is spent on musical activities.

Details of the subjects available at the school can be found on our website.

Boarding

Approximately three-quarters of our students are boarders, living in one of four houses: Avison (boys and girls aged 10-13), Graham (girls aged 14-19), Sunley (girls aged 13-19) or Gardner (boys aged 14-19). Each house is supervised by at least two resident staff, with other staff involved in a non-residential capacity.

Houseparents have a key role in the pastoral life of The Purcell School. The houseparents live in the houses with their own families, and they and the other resident staff make it a priority to get to know the students as individuals. They are always available to advise and support their students, whether in a musical, academic or a personal context.

Pastoral Care

At The Purcell School we strive to prepare our students for life in a modern society. The education we provide extends far beyond the classroom, and our young people grow in all aspects of their lives. All students have a Tutor who meets with them regularly and monitors their progress.

We have a dedicated school nurse, who is available to see students each day and who will arrange any medical care with the school doctors, as well as a School Counsellor and physiotherapist.

Religious affiliation

The school has no formal religious affiliation, and accepts students of all faiths or none. There is no school chapel and assemblies are secular in content. Boarders who wish can attend local places of worship as appropriate.

The staff

The school staff consists of a team of outstanding full-time specialist music staff, plus nearly 60 part-time vocal and instrumental teachers, around 25 academic subject teachers and some 40 support staff, including residential boarding staff.

Further details of the school can be found by visiting our website: www.purcell-school.org



The Post:

Practice Supervisor-Musician in Residence:

The Music Department at The Purcell School offers individual tuition in all orchestral instruments, piano, harpsichord, singing, guitar, jazz and composition. A rich musical programme includes chamber music, orchestras, piano classes, choirs and bands, and is supported by aural and theory training. Frequent performing opportunities range from daily lunchtime concerts at school and in the surrounding area to formal recitals around the UK and in the capital's leading venues. Students can audition for the chance to play concertos with the school's orchestras and to give solo and chamber music recitals at the Royal Festival Hall, the Wigmore Hall, the Purcell Room and other prestigious venues.

We are fortunate to have a large number of expert instrumental and vocal tutors, many of whom are internationally known teachers or artists. Their work is enhanced by visits from the world's leading musicians for masterclasses, recitals, courses and collaborative projects.

There are eight Heads of Music, each leading one of the following departments: Keyboard, Strings, Woodwind, Brass and Percussion (including voice and harp), Jazz, Composition, Music Technology and Academic Music. Together they are responsible for the artistic supervision and educational direction of the school's music provision, under the overall leadership of the Head.

We are looking to appoint a female Practice Supervisor (Musician in Residence) starting September 2018 terminating in July 2019. The vacancy, which is term-time only, is to live and work in one of the girls' boarding houses. Free accommodation will be provided, including meals, during term time. (Please note that this accommodation may be shared with another Practice Supervisor).

The Practice Supervisors share the supervision duties across the school between them. Practice begins before breakfast and other practice sessions happen throughout the day.

The provision of supervised practice time is of central importance in the musical life of the school, which also prides itself on the quality of its boarding care. This post therefore provides an excellent opportunity to work in a residential context with motivated and talented young musicians and to help them to achieve their goals.

Note: for performers with appropriate skills, there may be opportunity to take part in musical activities at school e.g. orchestras, choirs, chamber music coaching or accompanying. Please note that any such offers will be on a voluntary basis, and no additional remuneration will be payable.

This position involves two separate elements:

Element 1

- to assist the Heads of Departments in the organisation of scheduled practice
- to supervise scheduled practice sessions, including before breakfast and during the timetabled school day, providing support and assistance to students and ensuring that they are practicing in a focused and productive manner.
- to liaise with Heads of Departments and/or Houseparents over students who give cause for concern

- to coach chamber music where appropriate
- to teach up to three hours of aural and/or theory on a one-to-one basis, as may be required by the Head of Academic Music
- to help with the staffing of internal and external concerts, including travelling to concerts outside school where required

Element 2

- to live within a boarding house, assisting the houseparent with the supervision of students, including the provision of overnight cover
- to assist Houseparent(s) with the day-to-day care of boarders, ensuring their well-being and safety, promoting a fulfilling educational experience and encouraging a caring and productive ethos in the house
- to help ensure the smooth-running of the house through supervision and administrative assistance
- support the Houseparent(s) with the morning, evening and overnight care of students in the house according to a duty rota, including weekends (but excluding exeat weekends). Up to three nights overnight 'on call' duties will be required per week
- to take an active role in the weekend activity programme for boarders and other extracurricular activities
- be in residence for 48 hours prior to and after the end of each term to assist with the preparation and closing of the boarding house.
- carry out other duties as deemed appropriate by the Deputy Head Pastoral or the Head subject only to the provision that these duties shall fall within the general aim of the post

As a minimum, when a Boarding House is open, there is one member of the House Team on duty. When Practice Supervisors are on Duty they are expected to use their initiative and to exercise the authority delegated by the Houseparent.



General and Professional Responsibilities

The Purcell School exists to provide young musicians of exceptional promise and talent with the best possible teaching environment in which to fulfil their potential, irrespective of their background.

All parents and students have the right to expect that we will provide an education of the very highest quality and that we will conduct ourselves in a professional manner, in line with best practice across the education sector. We also have a duty towards the school and our colleagues to maintain high professional standards.

In addition to the specific responsibilities of the post, all staff are expected to:

- promote the aims and values of the school
- support and protect the interests of the students.
- support colleagues in their work
- ensure the smooth-running of the school and well-being of the school community

In particular, staff are required to:

- be aware of the current legal requirements, school policies and guidance on safeguarding and promotion of well-being of children and young people
- work constructively and co-operatively as members of the school community, sharing good practice with the aim of improving the education and welfare that the school offers
- undertake such administrative and supervisory duties as may be required
- follow school procedures and policies set out in the Staff Handbook
- promote equality by actively protecting staff and students from discrimination.
- keep up to date with Health and Safety regulations and best practice as appropriate to their roles, attending training courses and completing appropriate risk assessments as required
- help to maintain and improve the public image of the school

The Person

Essential

- the successful candidate will be a music graduate with experience of performing to a high standard. You will probably be either considering doing a PGCE at a later stage, or looking to fill in a year before going on to a further career

- you must be willing to live within a boarding community and share responsibility for the welfare of students. You should have the ability to develop and maintain warm, respectful and valued rapport with young people, whilst understanding the professional boundaries that must exist between staff and students. You should provide a positive role model, demonstrating self-motivation and mature interpersonal skills
- you will need effective communication skills (verbal and written) and the ability to deal with students, parents and staff across the whole school. You will be expected to maintain high personal and professional standards, including recognition of the confidentiality issues impacting upon work in a school (e.g. access to sensitive student medical or family information)
- you must be able to demonstrate an awareness of safeguarding and child protection legislation and issues, and will be expected to uphold a full commitment to the best safeguarding practice
- you will need a flexible approach to your duties, and a willingness to 'muck in' as required. This is not a post for someone who counts working hours!

Desirable

- experience of working with children/young people in an academic or musical environment
- awareness of the nature of a boarding school education
- holder of a current First Aid qualification, or willingness to undertake training

This position is excluded from the provisions of the Equality Act 2010 owing to the occupational requirements of the post. If an appointee is required to supervise girls overnight, this can only appropriately be undertaken by a female. (Equality Act 2010, Schedule 9, Part 1 applies).

The Purcell School aims to maintain an ethos of constant improvement across all areas of school life and all staff are expected to participate constructively in school activities and to adopt a flexible approach to their work. This Job Description will be reviewed annually and may be varied in light of the needs of the School.

The Job Description sets out the main duties of the post at the date when it was drawn up. Such duties may vary from time to time without changing the general character of the post or the level of responsibility entailed.

Terms and Conditions

- this is a full-time post, term-time only as indicated in the outline job description above
- salary: £9,975.00 payable over 11 months in arrears plus £2000 p.a. for teaching an extra three hours per week of theory/aural/harmony
for the better performance of your duties you are required to live on site. Single accommodation is provided in a boarding house every day of the contract period. Post holders may be required to share a flat, but will have their own bedroom. This accommodation is provided by the school in accordance with a Licence Agreement and will be free of rent, council tax and all utilities. Meals are available and free of charge in the school dining room during term time. Please note that no guests are allowed to stay overnight
- during term time you will be expected to be in residence seven nights per week unless agreed otherwise with your Line Manager. Your exact hours of work will be determined at the beginning of each term as part of a rota with other staff. Your working week will total up to a maximum of 35 hours during term time not including a one hour unpaid lunchbreak every day
- successful applicants will be required to make an enhanced disclosure by the Disclosure and Barring Service (formerly the Criminal Records Bureau) and to complete a self-disclosure Medical Questionnaire. All new staff receive Child Protection training on taking up their appointment

Child Protection

The Purcell School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All applicants should read the school's Child Protection policy, which is available on our website, and are required to declare any criminal convictions or cautions, or disciplinary proceedings related to young people. Applicants must be willing to undergo child protection screening appropriate to the post, including records checked and processed through the Disclosure and Barring Service (DBS).

Equal Opportunities

The Purcell School is an equal opportunities employer and welcomes applications from appropriately qualified persons regardless of gender, marital status, sexual orientation, race, ethnic origin, colour, nationality, religion, disability

or age. Candidates will be assessed against relevant criteria only (i.e. skills, qualifications, abilities, experience) in selection and recruitment.

Applications

Applicants MUST complete an Application Form (available on our website) and send it with a supporting statement to the Head as soon as possible.

The closing date for applications is Friday 27th April. Interviews will be held during May 2018.

Completed application forms should be sent to the Head by post or by e-mail to:

Mrs Shirley Clark
Head's PA
The Purcell School
Aldenham Road
Bushey
Herts
WD23 2TS

Tel: 01923 331104
Fax: 01923 331106
Email: s.clark@purcell-school.org

website: www.purcell-school.org