



Loughborough Endowed Schools Music

Job Description

Teacher of Class Music

1. To teach class music to the pupils according to their needs and abilities
2. To maintain full and accurate records of the pupils' achievements at all levels (both internal and public exams), ensuring consistent marking, assessment, monitoring and recording in line with the schools' policies
3. To monitor, assess and report on pupils in accordance with departmental and school policies, including attending all relevant Parents' Evenings
4. To mark and record all marks from term work, test, course work and internal examinations
5. To attend departmental meetings, taking minutes when required
6. To assist in the formulation of the aims, objectives and policies of the department within the overall aims and policies of the schools
7. To maintain an awareness of standards of health and safety and to work with the relevant LES staff to ensure that these are adhered to
8. To help provide a suitable learning environment for the pupils
9. To work with the Head of Academic Music and the Director of Music to promote the subject within the schools and in the wider local community.
10. To contribute to the development of a stimulating learning environment including wall displays and to supervise the use and care of teaching rooms
11. To participate in and contribute to the general management of the schools by promoting the ethos of the schools, as detailed in the schools' aims and values, and the rules and guidelines, and to contribute, when appropriate, to discussions on aspects of school policy, curriculum and organisation
12. To set work, as far as possible, when absent
13. To take part in the development and consolidation of cross-curricular developments and partnerships
14. To carry out supervisory duties in accordance with rotas
15. To adhere to and carry out all relevant aspects of the schools' Health and Safety policy
16. To undertake, where appropriate, other roles, which may arise either in the department or in the wider school environment.
17. Any other duties relating to the job as required from time to time by the Director of Music or Head of Academic Music.
18. To assist with extra-curricular activities within the school