

Staff Recruitment



Beechwood Park School

Instrumental Music Teacher —
Bassoon and Piano



Beechwood Park
SCHOOL

NURTURE . ENGAGE . INSPIRE

Beechwood Park School



Beechwood Park School is an independent day and flexi-boarding school for boys and girls aged 3 to 13.

“Going places. With its dynamic new head and, in the words of one happy parent, ‘feel good factor’, *Beechwood* should definitely be on the list of parents who want the certainty of a quality end destination for their child without compromising the joy of the journey.” *Good Schools Guide, 2017*

90 TEACHING AND TEACHING SUPPORT STAFF	19 Scholarships	140+ Co-Curricular Activities offered throughout the year
21 specialist instrumental and singing teachers	540+ Pupils 170+ Sports teams	300+ pupils take instrumental lessons
70+ pupils take LAMDA exams	2 Indoor Swimming Pools	7 choirs 60 Boarders
		Set in 37 Acres 22 bands and ensembles



'Approached down a seemingly endless winding driveway
redolent of entering a fairy tale...' *The Good Schools Guide, 2017*

An Historic Location



Beechwood Park School, founded in 1964, is a very recent part of the history of the *Beechwood Park Estate*—a story that begins, as far as we can tell, with the foundation of a Nunnery, later called the ‘Nunnery of St Giles-in-the-wood’ in Saxon times.

The land and Nunnery were handed to Ralph de Tony (whose name appears in the Domesday Book) by William the Conqueror when he divided up his new kingdom. Ralph had distinguished himself on the field of battle a number of times to William’s benefit and *Beechwood Park* was just one part of his reward.

So begins a rich and varied history that involves Henry VIII, Edward VI, Sir John Tregonwell, Sir Richard Page, and King Charles I and II (Sir Edward Sebright was a standard bearer for Charles I in the English Civil War). There were 15 Sebright Baronets in all, some of them Members of Parliament and others equerries to the Royal Household. Lady Olive Sebright was a personal friend of Queen Mary, consort of King George V. Queen Mary visited *Beechwood Park* a number of times and photographs in the School’s archive show her at luncheon in the Great Hall in 1948.

The magnificent east front was added to the Jacobean house in 1702. The parkland that we see in front of the main house, by that time a Queen Anne mansion, was designed by Lancelot Capability-Brown in 1753. Copies of Capability-Brown’s original survey and plan for the new parkland are held in the School’s archives.

Recent archaeological surveys and digs, sponsored by the School, have revealed remains of medieval walls and courtyards as well as artefacts such as brooches and drinking vessels dating from medieval times. The School’s young archaeologists have been fully involved in making these exciting discoveries.

Beechwood Park School opened on October 8th 1964. The School was formed from the combination of *Shirley House School* in Watford and *Heath Brow School* in Hemel Hempstead. Originally an all boys boarding school, *Beechwood Park* first admitted girls in September 1993. Over the years, the Junior and Middle Departments have been added and in 2005 *Beechwood* extended its provision to include children of nursery age by acquiring the Nursery at Little Cheverells.

And so the School continued to evolve, the latest additions being the provision of an Indoor Swimming Pool Complex, the onsite *Woodlands Nursery*, which opened its doors in September 2015 and a brand new recording studio (2017)!

Although fixed here for Sir John Gage Saunders in the 1860s, the clock dates from 1764 and came from the Worcestershire estates of the Sebright family. www.historicengland.org.uk



Beechwood Park in the 21st Century



The *Beechwood Park* of today successfully blends the old with the new; innovation with tradition. Boys and girls create ceramics in the pottery room located in the old wine cellar and fabulous music compositions in the dedicated Apple Music Technology Suite and Recording Studio situated in a former coach house.

Raspberry Pi, *Micro Bits* and 3D printers inspire Computer Science studies, whilst outside, pupils make full use of the grounds and hunt for bugs in the *Forest School*. From Greek or Russian Club to Cheerleading or Chess, there is something to captivate every curious mind from our youngest *Woodlanders* to our talented 13+ candidates who confidently head off to a range of excellent independent day and boarding secondary schools.

The Capability Brown sculpted grounds provide orienteering trails, an indoor swimming pool complex, outdoor classrooms and eleven football pitches where a multitude of matches play out under the watchful gaze of our neighbouring sheep.

At the end of a busy and stimulating day, School buses depart and boarders' tea commences, then homework, music practice, the ever-popular Colditz - a *Beechwood* tradition! And then bed.

Pastoral Care

The provision of cutting-edge pastoral care is at the heart of *Beechwood Park*. There is a genuine commitment to and care for each member of the community and the happiness of each child is central to this.

The School provides children with a safe and happy learning environment in which they can enjoy building friendships for life and developing their innate creativity, curiosity and confidence within the framework of our fortnightly pastoral values.

Boarding

Pupils in Year 5 and above can flexi-boarding, choosing how many nights a week they wish to board between Monday and Thursday night . There is no weekend boarding. The boys' and a girls' boarding houses, where each evening once homework and music practice is complete, the children can take part in many and varied activities and games on offer.

Our Mission, Aims and Objectives



Beechwood Park's mission is to be the first-choice preparatory school for parents considering an independent school, recognised for its outstanding quality of educational experience and care.

To fulfil this ambition, with the support of parents, the School aims to:

Nurture and promote the happiness, health, safety and emotional well-being of every child, developing in them confidence and independence

Engage the intellectual, physical and spiritual potential of every child across a broad range of academic, extra-curricular and pastoral activities and experiences

Inspire children, inculcating transferable, lifelong skills and values by which to achieve personally and contribute influentially to society

Enable inspirational and reflective teachers to provide every pupil with outstanding teaching, delivering the highest levels of educational pace, variety and challenge

Beechwood Park School aims to inspire excellence in all its pupils. It achieves this through an outstanding, uniquely child-centred, co-educational and preparatory ethos. All of our pupils are supported and happy in their School lives. As they progress through the School, the children steadily build confidence and independence, learning quickly to bring their own creative talents to bear. Ours is a holistic education, which educates the whole child across a wide range of academic, extra-curricular, pastoral and spiritual experiences. The School's unrivalled facilities and beautiful buildings and grounds provide further transformative opportunities for children to prepare for a future life of learning.

Recruitment Aims

It is the School's stated aim to appoint and retain well-qualified, experienced and talented staff who will inspire excellence and discover talents in every child. The Headmaster appoints all staff in collaboration with other key staff.

Pupil Profile

The School assesses all of its pupils upon entry. Most of our pupils are well above the national average in their academic ability and will achieve success in academically selective 11+ and 13+ examinations and scholarship assessments to Senior Schools. Some receive specific assistance from the Learning Support Department, including those who are gifted and talented. The School is proudly co-educational.

The Role



Job Title: Bassoon/Piano Teacher

Department: Music

Reporting to: Director of Music / Assistant Directors of Music

Line Manager for: N/A

Beechwood Park staff are accountable for achieving the highest possible standards in work and conduct. They act with honesty and integrity; have strong subject knowledge, keep their knowledge and skills as teachers up-to-date and are self-critical, forging positive professional relationships and working with parents in the best interests of all pupils.

Role Responsibilities



Overall Purpose of the Job

- Teach and inspire pupils in their individual music lessons, through exciting and adventurous teaching, so that they achieve fully their potential.
- Inspire excellent academic, extra-curricular, pastoral and spiritual development in every child through a range of experiences.
- Ensure that all pupils feel happy and supported in their School lives.
- Develop confidence and independence in every child.
- Act at all times within the *BPS Professional Standards for Teachers*.

Principal Responsibilities

- Assess, record and report pupil progress in their lessons, taking appropriate action to remedy pupil under-performance.
- Liaise regularly with pupils, parents other staff, the *Director of Music*.
- Liaising closely with the Music Administrator on a weekly basis is essential regarding timetabling and suitable teaching days and times.
- Assess, record and measure the quality of pupil learning in all lessons through formal and informal methods and in accordance with the *BPS Curriculum Policy* and take appropriate action to remedy pupil under-performance
- Enter pupils for performances and external exams as appropriate.
- Ensure that the music experience for each pupil is excellent and appropriate, through individual lessons and appropriate choirs and/or ensembles.
- Order appropriate music and learning material for each pupil through the *Department* ordering scheme and ensure invoice slips are completed for the accounts department.
- Attend and assist with concerts, when appropriate, before and after the school day, as required by the *Director of Music*
- Work as a core member of the Department team.

Role Responsibilities (continued)



Teaching and Learning

- Plan and deliver stimulating lessons and home learning which are well-paced, varied, broad, balanced and resource-led to enable pupils of all abilities to achieve their very best.
- Differentiate teaching for pupils of all abilities, embracing the *School's Assessment for Learning* and differentiation strategies.
- Liaise with the *Head of Learning Support* to support pupils with learning support needs including *Gifted & Talented* pupils.
- Promote the use of IT and build interactive and differentiated visual resources in the *Department*.
- Actively identify opportunities for felicitous and collaborative links with other *Department* teachers and class teachers.
- Participate actively in regular training, annual whole *School* staff and whole *Music Department* meetings, and staff training days.
- Contribute ideas to the *Director of Music* in the annual review of all aspects of the *Department* teaching, developing new teaching methods for teaching and learning.
- Liaise with the *Director of Music and Assistant Directors* to ensure a coherent development of learning through the *Department* and across the *School*.
- Take on specific roles within the *Department* as directed by the *Director of Music*.
- Actively invite and encourage parents to communicate through the pupil practice book, signing this weekly and invite parents to attend individual lessons throughout the year, and discuss pupil progress passing on the key points of all such meetings to the *Director of Music*.
- Support the *Director of Music* in the placing of pupils in appropriate choirs and/or ensembles, as and when appropriate.

Pastoral

- Teach pupils how to keep themselves safe in accordance with the *School's e-Safety Policy, and Child Protection Policy, liaising with* colleagues regarding the welfare and education of the children.
- Attend assemblies and other *School* functions where appropriate, playing an active part in the wider aspects of *School* life.
- Share in the pastoral responsibility for all pupils.
- Promote excellent standards of pupil discipline, tidiness and punctuality at all times and in accordance with the *School Pupil Discipline Policy*.

Other Responsibilities

- Understand and follow all *School* and specific departmental policy and procedure.
- Specifically, promote and safeguard the welfare of all members of the *School* community by endorsing, understanding and exercising your roles and responsibilities in accordance with the *BPS Health and Fire Safety* and *Child Protection* policies and procedures as published on the staff intranet.
- Promote the work of the department to the broader community including contributions to www.beechwoodpark.com, social media and open days, where appropriate, in partnership with the Communications Manager and the *Director of Music*.
- Promote your own teaching and instrument to the rest of the school and community through assembly performances and concerts.

Role Responsibilities (continued)



- Review, record and plan your professional development in accordance with the *BPS Professional Development Review*.
- In accordance with the *BPS CPD Policy*, attend appropriate professional development training and meetings such as those for IAPS District 1N.
- Enjoy being a part of a thriving, successful and progressive preparatory school.
- Undertake other such specific duties appropriate to your post which the Headmaster may reasonably assign from time to time.

Decision Making Responsibilities:

This is a teaching position. The post holder is required to work independently and in accordance with School policy, professional standards and budgetary limits

Salary and benefits

Instrumental Music Teachers are paid in accordance with the number of pupils being taught at an annual rate per pupil for one 30 minute lesson per week; this rate includes holiday pay and is reviewed annually. Extra teaching is agreed in advance with the *Director of Music* and paid at an 'ensemble' rate at the end of each term.

School meals may be taken free of charge, provided that the Teacher sits with the pupils in addition to taking pre-arranged lessons or engaged in activity, on the School premises and required by the *Director of Music*, before and after each meal.

Pension

The Teacher will be enrolled into the Teachers' Pension Scheme on appointment unless already a member. The Teacher may opt-out of the Scheme. If a teacher has opted-out and is an eligible employee under auto-enrolment legislation they will be auto-enrolled after 3-years. If a Teacher has opted-out of Teachers' Pension and is eligible they may elect to become a member of the Independent Schools' Pension Scheme.

Holiday

The statutory minimum holiday entitlement under the *Working Time Regulations 1998* is to be taken during School holidays. In addition, the position holder is not normally required to work during normal School holidays other than three days prior to the return and one day after the departure of pupils. Public holidays occurring when the School is in session will be working days.

The School reserves the right to review and change this job description as the needs of the School change

Agreed by Headmaster

.....

Agreed by Job Holder

.....

Date

Date

Join Our Team



“Staff across the board seem to ooze
passion for their subject.”

Good Schools Guide 2017

ABOVE AVERAGE SALARIES WITH BEECHWOOD PARK SCHOOL SALARY SCALES

ACCESS TO A PENSION SCHEME	SUPPORT FOR EMPLOYEE CAREER DEVELOPMENT & CPD
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SCHOOL FEES REMISSION ARRANGEMENTS

The Application



Please download, complete and return the School's *Application Form* with a handwritten covering letter of application, to

**Mr E W Balfour
Headmaster
Beechwood Park School
Beechwood Park
Markyate
Hertfordshire
AL3 8AW**

Please feel free to contact the Headmaster for an informal discussion on
headmaster@beechwoodpark.com

The closing date for applications is 4th May 2018
Interviews will be held the week commencing 14th May 2018

Safeguarding and Child Protection

Beechwood Park School is committed to safeguarding and promoting the health, safety and well-being of all children.

We require all applicants for employment both to complete a *BPS Staff Application Form* and to produce original documentation of certificates and degree qualifications.

The School will undertake an enhanced DBS clearance check of the successful candidate.

The School expects all staff members to understand and actively promote their obligations and responsibilities in safeguarding and promoting the health, safety and well-being of all children.

Location and Access



Beechwood Park is set in beautiful rural parkland outside the village of Markyate. Although rural, the School is only 5 minutes from Junction 9 of the M1 and 15 to 20 minutes from Harpenden, St Albans and Berkhamsted – all with super-fast train links to central London.

The School runs an extensive bus service for pupils, before and after School, to Harpenden, St Albans and many surrounding villages. These areas offer some beautiful villages and places to live, within easy reach of London.

LOCATION

Beechwood Park School is located minutes from Harpenden, St Albans, Redbourn, Berkhamsted, Luton, Dunstable and Hemel Hempstead.

Our coach service offers routes to a wide range of locations.

BEECHWOOD PARK SCHOOL
MARKYATE, HERTFORDSHIRE AL3 8AW



Direct train service:

St Albans to London St Pancras - 18 minutes

Harpenden to London St Pancras - 25 minutes

Luton Airport Parkway to London - 24 minutes



M1 (junction 9) - 5 minutes

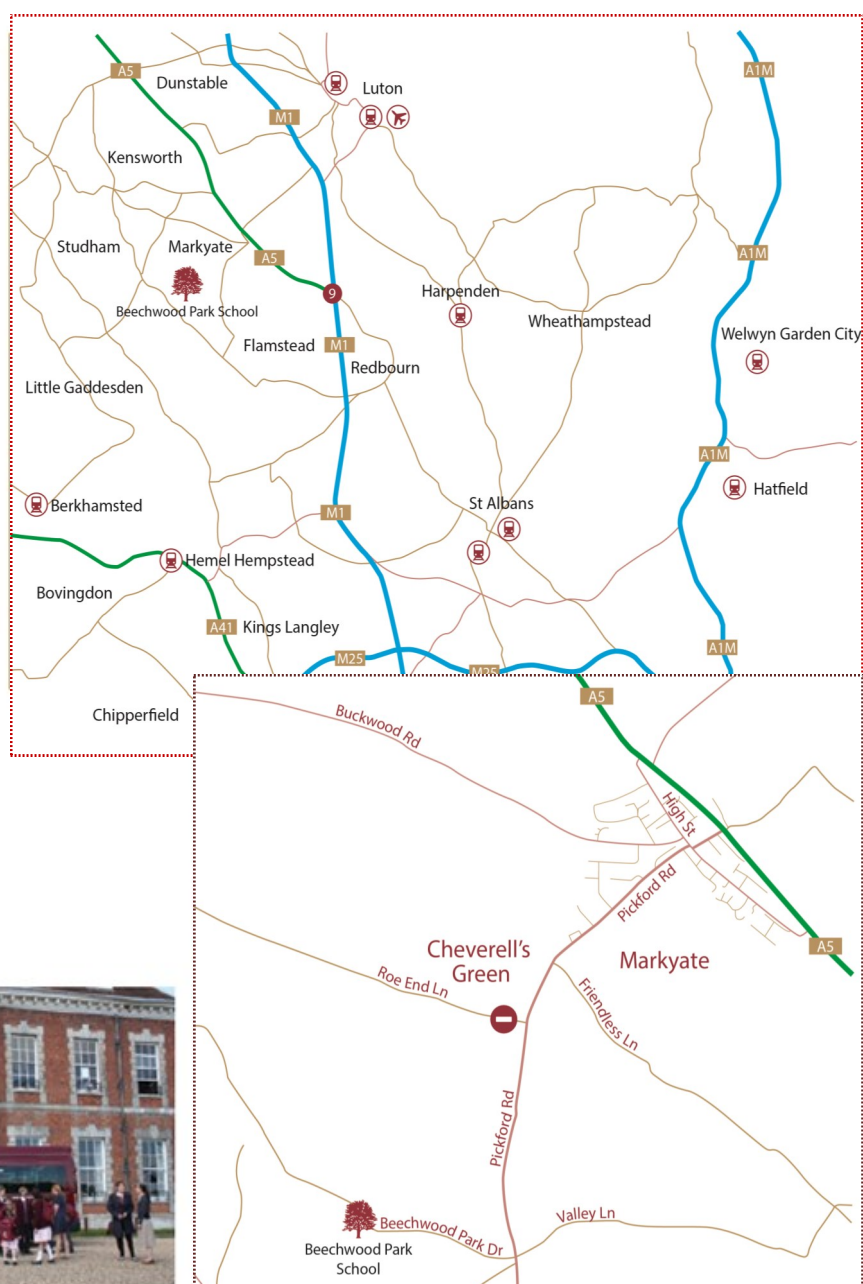
Harpenden - 15 minutes

St Albans - 20 minutes

Berkhamsted - 20 minutes



London Luton - 15 minutes



www.balnesdesign.co.uk A66661





Beechwood Park
SCHOOL

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