**Highams Park**

School

An independent state funded Academy

Principal - Mr P Grundy BA (Hons) PGCE

34 Handsworth Avenue

Highams Park

London E4 9PJ

Phone: 020 8527 4051

Fax: 020 8503 3349

[enquiries@highamsparkschool.co.uk](mailto:enquiries@highamsparkschool.co.uk) [www.highamsparkschool.co.uk](http://www.highamsparkschool.co.uk/)

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| **Post Title:** | **MUSIC TEACHER** |
| **Salary / Grade:** | **MPS / UPS** |
| **Responsible for:** | **MUSIC** |
| **Responsible to:** | **HEAD OF DEPARTMENT** |
| The Professional duties of teachers, (other than the Principal) are set out in the School Teachers Pay  & Conditions Document and describe the duties required of all teachers. In addition, the specific requirements of the post of classroom teacher, along with the particular duties expected of the post  holder have been set out below. | |
| **Purpose:**  To teach music at KS3, KS4 and KS5.  **MAIN (CORE) DUTIES**  Teaching music to KS3, KS4 and KS5 as required.  General teaching duties as expected for a Classroom Teacher.  Being a positive and proactive member of the Music Team.  **Teaching and Learning**   1. Teach music to KS3, KS4 and KS5 as required. 2. Contribute to the department’s bank of resources for the teaching of music and assist in the production of materials which take into account students of all abilities and levels. 3. Contribute to the drawing up, evaluation and reviewing of Schemes of Work in relation to KS3, KS4 and KS5. 4. Plan and evaluate work in accordance with departmental policy. 5. Work effectively with colleagues, providing support and help as required. 6. Build positive working relationships with students in your care, implementing the school’s rewards and sanctions consistently. 7. Contribute to developing enrichment activities in the department. Running of extra-curricular activities during and after school as necessary. Assist in maintaining high quality displays in music classrooms and areas   **Assessment, Recording and Reporting**   1. Maintain records of achievement and progress of all students in accordance with statutory requirements and departmental policy. 2. Mark and return work set, including homework, in line with school and departmental policy. 3. Adhere to the school’s Assessment and Marking Policy. 4. Complete student data entry and reports in line with school policy. 5. Attend Parents’ Evenings as required and keep students and parents informed about current performance and ways in which to improve.   Any other reasonable duties as directed by the Principal. | |

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