



Blanchelande College

INFORMATION FOR CANDIDATES

HEAD OF MUSIC (full time)

**For September 2025 or
January 2026**

This pack includes general information, a job description, a person specification, and an outline of the application process.

The College

Blanchelande College in Guernsey, Channel Islands, is a Catholic, fully co-educational independent school offering a seamless education from nursery to sixth form. Nestled on a picturesque 40-acre rural estate, the college provides an exceptional all-round education that fosters academic excellence, personal growth, and strong character. Rooted in Catholic values but open to all, our inclusive community inspires pupils to achieve their best while building confidence, integrity, and a commitment to service.

Since 2016, the college has experienced rapid growth, marked by the opening of a sixth form in 2020 and a nursery in 2021. It now educates 450 pupils. Year groups follow a one-form structure from Pre-School and Reception to Year 3, expanding to two forms in Years 4, 5, and 6, and three forms in the senior school (Years 7–11). Class sizes are typically around twenty, while Sixth Form cohorts are smaller, allowing for seminar-style A-Level teaching.

Although not academically selective, new pupils must pass an entrance assessment to ensure they can access our mainstream curriculum. Many of those admitted benefit from our superb learning support department, which nurtures students with minor to moderate additional learning needs.

GCSE results reflect excellent value-added across subject areas, with pass rates and the number of grades 7–9 well above island and English national averages.

Blanchelande's holistic approach nurtures the whole child, combining academic excellence with personal development and a deep connection to the natural world. The college's rural estate provides an inspiring setting for sport and outdoor learning, with facilities such as a nature trail, eco hut, and outdoor learning area fostering curiosity, well-being, and environmental awareness. Character formation is embedded through the Blanchelande Diploma and Hero's Journey, which develop leadership, resilience, and a sense of purpose. Inquiry-based learning enhances holistic development, with cross-curricular research projects fostering independence, curiosity, and a lifelong pursuit of knowledge.

The college also offers an extensive programme of extra-curricular activities before, during, and after the school day, with all academic staff expected to contribute at least one weekly session throughout the year.



ISI

The most recent ISI inspection in April 2025 graded the college as meeting all the BSO standards. The College is also subject to inspection by the Roman Catholic Diocese of Portsmouth.

History

Blanchelande was re-founded in 1992 by parents and members of the local community after the Sisters of Mercy withdrew their Order from Guernsey. The new school began in temporary accommodation and in its first five years grew from 40 pupils to almost 200. It has now more than doubled in size from its inception and in recent years, following the introduction of co-education, is experiencing a sustained period of strong growth.

In April 1999, the College moved to its current address at Les Vauxbelets (former site of the De La Salle boys' school) after an extensive refurbishment programme. Les Vauxbelets is a beautiful estate in a rural setting with large historical buildings. In November 2022, Blanchelande College Trust purchased Les Vauxbelets Estate from the De La Salle Brothers, which puts the College in a strong position for planning improvements and extensions to the buildings, as well as creating opportunities for imaginative use of the surrounding land to develop outdoor learning centres and other facilities.

Since 2017, a substantial number of upgrades have been made to facilities, including: the relocation of the Infant department to renovated classrooms in the main school buildings; the conversion

of Victor House (formerly the Infant school) into an Arts Centre for music, drama and art; new Science laboratories; a new cricket pitch and resurfaced netball/ tennis courts; a new classroom block; a new Senior school library; new Sixth Form facilities, including a common room and seminar rooms; the conversion of The Pink Cottage into two Modern Language classrooms, and a new Design & Technology Studio and photography darkroom. Improvement in facilities is very much ongoing as the school continues to develop.

Governance

Blanchelande is administered as a charitable trust and three trustees oversee the finances of the College. As a grant-maintained college, Blanchelande receives a degree of funding from the States of Guernsey.

The Board of Governors meets twice a term and is responsible for working with the principal in setting the strategic direction for the school, including approval of school policies, and for monitoring and evaluating the performance of the school. The Board operates sub-committees – such as for educational issues, ICT and property management – which also meet regularly.

The Trustees are responsible for the administration of the whole school site, including the financial administration of the College.

Management and Leadership

The Senior Leadership consists of the Principal, Vice Principal and the Bursar.



This team is supported by the Senior Leadership Team (SLT) which meets weekly to collaborate on all aspects of college life. In addition to the Principal, Vice-Principal and Bursar, the SLT comprises: the Pastoral Manager (who is also the Designated Safeguarding Lead and Head of Careers); Heads of Phase (Head of Infants, Head of Juniors, Head of Lower Seniors, Head of Upper Seniors and Head of Sixth Form); and the Director of Studies.

Head of Music

We are seeking to appoint a committed and inspiring Head of Music to lead a vibrant department. This role offers an exciting opportunity for a skilled musician and dedicated teacher to lead the musical life of the school and to foster a lifelong appreciation of music among pupils.

The Music department

The Music Department supports pupils from the earliest years in the Infant School through to the possibility of A Level study in the Sixth Form, offering a continuous and developing musical pathway across all key stages. At GCSE, the department enjoys a healthy cohort of enthusiastic and committed students who engage thoughtfully with the subject. A broad co-curricular programme complements the academic offering, with opportunities to take part in choirs, orchestra, smaller ensembles, regular concerts and the school musical.

Music holds an increasingly valued place within the school, and there is strong

potential to build on this momentum and expand its reach across all areas of school life. The department is well placed for this next stage of development, supported by dedicated staff and talented pupils who are eager to grow and contribute.

If you are passionate about shaping the future of our students, we warmly invite you to apply for the role.



Blanchelande College

THE APPLICATION PROCESS

Closing date for applications is 5pm Friday 18th July 2025

Applications should be sent to:

Mrs Alexa Yeoman, Principal:

Email recruitment@blanchelande.sch.gg

Blanchelande College

Les Vauxbelets

St Andrews

Guernsey

GY6 8XY

Applications for this post should consist of:

- A detailed letter of application stating how you believe you meet the criteria for this role.
- A completed application form.
- *Optional*: an up-to-date copy of your C.V.

We will assume that you are happy for us to take up references straight away, unless you state otherwise on your application form.

You may be asked for further information following shortlisting. You will be asked to provide proof of identity. Original qualification certificates may also be required at this stage (and certainly prior to confirmation of appointment).

After short listing, the selection process will then normally include:

- A tour of the College.
- An observed lesson.
- Interview, including Safeguarding, with a Governor, Principal and Head of Department or Director of Studies.



The Contract

The position of Head of Music is full time, and remuneration will be in line with the States of Guernsey Teachers pay scale and will reflect the qualifications and experience of the successful candidate. A Guernsey housing licence is also available for this post.

All Blanchelande staff are admitted to the contributory Guernsey Civil Service Pension Scheme.

Blanchelande College is committed to safeguarding and promoting the welfare of young people. The successful candidate will be required to satisfy our standard employment checks, including the completion of a DBS Enhanced Disclosure check.

Further information about Blanchelande College can also be obtained from our website, www.blanchelande.co.uk. Our prospectus can be downloaded from the homepage.

If you have any further questions or need any clarification, please contact the Principal's P.A., Mrs Tracy Feehan.

Tel 01481 237200 Email feehant@blanchelande.sch.gg



PERSON SPECIFICATION

	Essential	Desirable
Qualifications & training	• A good undergraduate degree relevant to subject specialism • Experience of recent professional development	• A teaching qualification
Knowledge and experience	• Strong understanding of the subject in its various dimensions • Ability to plan and work independently • Thorough, up to date knowledge of a range of teaching, learning and behaviour management strategies and how to implement these effectively	• Understanding of Independent Schools Inspectorate criteria and UK National Curriculum framework • Knowledge of approaches to assessment and ability to make effective use of data • Experience of planning schemes of work
Skills and abilities	• Ability to teach effectively pupils of a broad academic ability range • Ability to communicate confidently and to a high standard to children of different ages and to adults	• Confident in use of ICT to enhance the curriculum
Personal qualities	• Engaging, energetic, tactful, well-informed, organised, innovative, fully committed to the flourishing of young people • Fully supportive of the Catholic ethos of the school.	• Inspirational, dedicated, goes the extra mile, always seeking to do things better the next time
Safeguarding	• Has a clear knowledge and understanding of relevant legislation and guidance in relation to working with, and the protection of, young people • Displays a strong commitment to the protection and safeguarding of students • A satisfactory enhanced DBS check	



JOB DESCRIPTION - TEACHER

MAIN PURPOSE OF THE JOB

Teaching at Blanchelande is a hugely stimulating and rewarding experience. All teachers are expected to participate fully both in the life of their academic department and the wider life of the School, and are encouraged to pursue their own professional development.

The post-holder will teach class music predominantly in the senior school, while working flexibly to meet the needs of the department and the College. In addition to teaching curriculum music, the post holder will play a major role in reviewing, developing and broadening the provision of extra-curricular musical opportunities for pupils of all ages. The postholder will demonstrate drive, initiative and imagination in seeking to initiate and encourage participation in a wide range of musical activities and productions, and in that role to be an effective motivator and inspirer of others.

RESPONSIBILITIES AND DUTIES:

1. TEACHING

- (a) Planning and preparing appropriate course and lessons in accordance with departmental and school policy;
- (b) Teaching, according to their educational needs, the pupils assigned including the regular setting and prompt marking of pupils' work;
- (c) Promoting the progress and academic development of pupils, differentiating for ability where appropriate;
- (d) Assessing, recording and reporting on the development, progress and attainment of pupils according to the normal practice of the College;
- (e) Preparing pupils for and participating as appropriate in the College's arrangements for pupils taking public examinations.

2. MUSIC ACTIVITIES

- a) Delivering consistently outstanding and inspirational music lessons to pupils of all abilities and ages.
- b) Promoting the growth of music as a GCSE option.
- c) Contributing to the development of the school music curriculum, including schemes of work, as required.
- d) Conducting the College orchestra, senior choir and other groups, as required.
- e) Contributing to the musical content of school assemblies.



- f) Promoting and facilitating opportunities for pupils to receive instrumental and vocal lessons.
- g) Overseeing and directing a broad range of other musical activities, such as chamber groups and bands.
- h) Providing supervision, input and encouragement to pupils during practice times.
- i) Working with other colleagues in the department, and with the bursar, in the submission and management of the music department budget.
- j) Collaborating closely with other teachers within the department in the planning, preparation and execution of all concerts and services.
- k) Assisting with liturgical celebrations, drawing upon a repertoire of sacred music performed to the highest standard.
- l) Supporting and contributing to school productions (e.g. musicals), collaborating with the drama department as required.
- m) Building on links with outside individuals and organisations that lead to musical opportunities for pupils.
- n) Attending rehearsals, workshops, concerts and performances involving pupils, as required.
- o) Embedding and developing the use of composition software using iMacs.
- p) Planning, running and assisting with school trips – particularly to concerts, workshops and other musical events – as appropriate, working flexible hours as required.
- q) Communicating musical provision to parents and pupils clearly and enthusiastically.

3. OTHER ACTIVITIES

- (a) Supporting the Catholic ethos and mission of Blanchelande College and participating in its religious life, as appropriate (eg facilitating prayers in form time, attending assemblies, ensuring good behaviour during services, etc.).
- (b) Any duties required as a result of accepting a position of Responsibility and the accompanying Responsibility Allowance;
- (c) Acting as a Form Tutor as required and fostering the general progress and well-being of individual pupils of any class or group of pupils assigned, implementing the programme set by the Phase Leader/ SLT;
- (d) Taking an interest in the personal and social needs of pupils, and communicating as appropriate with the relevant Form Tutor or Phase Leader;
- (e) Playing a full role in the wider life of the School, contributing actively to the extra-curricular programme (i.e. a weekly club or activity throughout the year);
- (f) Providing guidance and advice to pupils on educational and social matters and making relevant records and reports;
- (g) Making records of and reports on the personal and social needs of pupils;



- (h) Communicating and consulting with the parents of pupils as necessary and attending all parents' evenings and official functions;
- (i) Providing or contributing to oral and written assessments, reports and references relating to individual pupils or groups of pupils;
- (j) Supporting pupils as appropriate at major school events and in other activities, eg: plays, concerts, matches etc.
- (k) Accompanying students on school trips (including residential), as required (trips being inclusive of salary).
- (k) Monitoring and ordering books, supplies or other materials required for your subject or department.

3. REVIEW AND PROFESSIONAL DEVELOPMENT

- (a) The College may review from time to time your methods of teaching and programmes of work and you will be required to participate in the Performance Management (Appraisal) process for teachers;
- (b) Attendance at INSET days is required as is attendance on assigned courses; the College will support and participate in arrangements for your further training and professional development as a teacher and professional.

4. CURRICULUM DEVELOPMENT

- (a) Advising and co-operating with the Principal and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment.

5. DISCIPLINE AND WELLBEING

- (a) Maintaining good order and promoting self-discipline among pupils and taking reasonable care for their safety and wellbeing, whilst in your charge whether they are engaged in school activities on or off the property;
- (b) Undertaking supervisory duties, as required;
- (c) Actively implementing the College's policies on rewards and sanctions.

6. STAFF MEETINGS



(a) Attending staff meetings which relate to the College curriculum or to the administration or organisation of the College, including pastoral arrangements. Such meetings shall normally be held at the College and be of reasonable duration, and attendance may be required at meetings held on a day when part-time staff may not be teaching.

7. ADMINISTRATION

(a) Where appropriate, taking responsibility of the maintenance of an accurate register of the pupil's attendance at the College;

(b) Taking a reasonable share of the supervision of pupils on the school premises whether before, during or after school sessions;

(c) Taking such part as may be required in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the School.

(d) Participating, as required, in administrative tasks related to the curriculum, pastoral and organisational tasks of the School.

(e) Attending assemblies, as required;

(f) Exercising reasonable care for the classroom and other relevant teaching areas and all the equipment therein, which may include auditing and visually checking classroom equipment;

(g) Contributing, where appropriate, to the professional development of other teachers;

(h) Setting high personal and professional standards at all times.

FLEXIBILITY

This job description reflects the main responsibilities of the post. However, the post holder should be willing to undertake any other reasonable duties as required by the Principal. The particular duties / responsibilities listed here may be reviewed from time to time at the request of the Principal or post holder as circumstances make necessary.

I hereby confirm acceptance of the above job description:

Signed:

Date:



HEAD OF DEPARTMENT

Responsibilities as Head of Department

The Head of Department has responsibility for the complete range of educational provision and outcomes within his/her subject area, the administration and development of the department, delegation within the department and oversight of all delegated responsibility.

The Head of Department is responsible for:

- choosing specifications and preparing schemes of work
- ensuring ensure academic coherence between key phases (Year 3 and above), for instance by liaising with and supporting, in a collegiate manner, the relevant post holders in those year groups or key stages
- preparation for student transition to Sixth Form (or other post-16 destinations), university and the workplace within the Guernsey context
- organising a framework of regular assessments for all year groups, monitoring results and ensuring effective and timely intervention
- effective management of department to ensure consistently excellent standards of teaching and learning, providing support through supervision, observation, feedback and other methods, as well as advice and support
- line management and administration of appraisals, as required
- promoting ICT as an effective learning tool throughout the department, and ensuring contingency planning for remote learning by integrating online learning platforms into normal practice, as appropriate
- ensuring colleagues within department complete reports promptly and to a high standard
- providing departmental induction for new colleagues, in conjunction with the overall induction process for new staff
- appraising members of the department
- ensuring departmental time during inset and regular, minuted departmental meetings
- liaising with other departments and seeking opportunities for collaboration and sharing best practice
- managing the departmental budget and effective allocation of resources
- liaising with the appropriate member of staff regarding timetabling
- liaising with the appropriate member of staff in matters relating to internal and external examinations
- organising any centre-assessed examinations and moderation as required by the examination boards
- liaising with and advising the Principal on recruitment of new staff within the department, and participating in the recruitment process, as required
- maintaining rooms, resources and associated areas within the department



Blanchelande College

- devising a programme of relevant, high-quality educational visits and running regular opportunities for academic enrichment (e.g. an academic society/club, participating in local and national competitions, etc.)
- writing and/or coordinating the writing of high-quality and detailed long, medium and (as needed) short-term academic planning, and ensuring all curriculum information in the public domain (i.e. website, handbooks) is up-to-date and accurate
- analysing academic data throughout the school and immediately following public examinations (including during holidays, as required)
- ensuring the department is up to date with paperwork for inspection including maintaining an up to date departmental handbook containing details of all departmental procedures and policies
- Ensuring that the department has due regard to the school's Catholic mission, identity and ethos

Additional Tasks

The successful candidate will be expected to:

- attend and prepare for HOD meetings
- promote subject area within the College
- attend relevant courses in the interests of staff development
- be prepared to cover for staff absence
- invigilate public examinations as and when required

Additional Duties

- offer extracurricular activities on a weekly basis
- assist with lunchtime supervision, as required
- attend staff meetings
- attend all relevant parents evenings
- attend all staff INSET training
- be a form tutor
- be present at important school events, e.g. open days, Mass, Carol Service and any other out of school social function, as required by the Principal

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