



HEARTLANDS
COMMUNITY TRUST

Job Pack
Head of Music

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March 2021

Dear Applicant,

I am delighted that you have chosen to apply for a post with Heartlands Community Trust.

Our well-established values and ideals which are at the heart of our Community Trust now provide a space within the wider education system where we can come to work together, to grow and flourish.

We believe passionately in the power of 'stronger together', of what can be achieved when schools collaborate, particularly within the context of a multi-academy trust. We can harness a source of energy and power to the advantage of each and every school member, through shared values, mutual learning, and the provision of high quality services.

We take a 'by schools for schools' and a 'for the common good' approach to our Trust decisions within a clear framework of values and goals, which help each school to express its individual ethos and identity, whilst also appreciating the importance of family and collaboration.

We focus on continual school improvement, which is achieved through nurturing effective partnerships, school-to-school support, innovation in teaching, learning and the curriculum, and providing excellent opportunities for staff development.

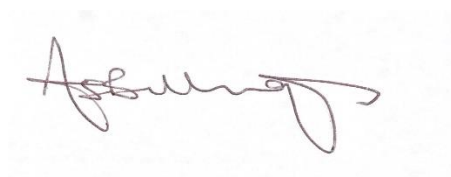
All our Trust Services are directed toward helping our schools to give our young people the best possible opportunities to learn, grow, flourish and be successful within the context of strong school communities.

I am proud to be CEO of this trust and I extend a warm welcome to all those who are attracted to the aims and values of our Trust. We have built the capacity and space for everyone to thrive – our children, our staff and our schools.

This is an exciting time to join our trust, as an individual as we look towards the next stage of our growth and development. We are always looking for like-minded individuals to join us on our journey.

Making the choice to work for Heartlands Community Trust means making the choice to be part of an evolving, ambitious and supportive Trust where you are valued, encouraged and can develop your talents whatever they may be. We look forward to receiving your application.

Yours Faithfully



Anthony Billings - BA (Hons), PGCE, MA, NPQH Chief Executive Officer

Job description

Post	Head of Music
Grade	MPS + TLR2B
Contract	1 year Maternity contract
Hours	100 %
Responsible to	Head of Arts Faculty
Responsible for	Music Faculty

Purpose

To work on planning and delivering an outstanding Music curriculum for Year 7-11, and developing the extended school's provision. We require a Music specialist with at least two years of successful teaching experience throughout Key Stage 3 and Key Stage 4, who is ready to plan and deliver excellent learning for our students and jointly lead on performance in the school with the Head of Drama.

Principal Accountabilities

With support from the Head of Arts the successful candidate will be required to:

- lead the development of the subject area as outlined below, ensuring that Music teaching in the school is inspiring, engaging and inclusive
- design SEARCH days as required
- contribute to our pathways curriculum by creating relevant and personalised routes of study
- set up and develop highly engaging enrichment within Music including inspiring school trips and regular performances
- work within and contribute to the larger Arts faculty
- contribute to whole school learning and support the whole school literacy programme
- play an active role as a tutor within a vertical structure as outlined below
- ensure the behaviour management system is implemented in the subject area so that effective learning can take place.

Main Activities and Responsibilities

- teach Music
- design and review the curriculum pathways for Music
- mentor and develop staff, including GTPs and NQTs, to set excellent standards of teaching and learning
- organise and manage school performances as directed by the Head of Arts.
- oversee the Peripatetic system including the Year 7 Music Scholarship scheme

Class Teacher Responsibilities

- to carry out duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document
- to be an excellent teacher who is able to motivate students and ensure that they progress
- to be responsible for teaching across both Key Stages.

Form Tutor Responsibilities

- to carry out the responsibilities of a Form Tutor as outlined in the school's Role of a Tutor document.

The internal organisation, management and control of the school

To contribute to:

- maintaining and developing the ethos, values and overall purposes of the school
- implementing the Local Authority's and Governing Body's policies on equal opportunity issues for all staff and pupils, safeguarding and Health and Safety
- the efficient organisation, management and supervision of school routines.

Subject Development

To lead:

- in developing creative and inclusive schemes of work, pathways and qualifications for-Music
- interventions within the subject area to ensure that all students reach their potential
- the development of policies and practices in the subject areas to reflect and build upon the ethos of the school
- the strategic use of information on pupil progress to improve teaching and learning, to inform and motivate pupils and parents
- the effective deployment of resources in both curriculum areas, and to ensure that the school provides excellent value for money
- in the planning and delivery of SEARCH days within the school
- the development of effective subject links with partner schools and the community, attendance where necessary at liaison events in partner schools and the effective promotion of subjects at Open Days/Evenings and other events
- the production of reports within the quality assurance cycle for the department
- in the setting of targets within the department and to work towards their achievement
- in establishing common standards of practice within the subject and to develop the effectiveness of teaching and learning styles
- the monitoring and evaluation of the subject area and all vocational courses in line with agreed School procedures including evaluation against quality standards and performance criteria
- appropriate arrangements for classes when staff are absent, ensuring appropriate cover within the department, liaising with the relevant staff to secure appropriate cover within the department
- provide opportunities for pupils to perform to school stakeholders.

Leadership

The successful candidate will be expected to:

- model excellent teaching, planning and tutoring skills
- to participate in the recruitment and development of staff within the subject area
- to contribute to good management practice by ensuring positive staff participation, effective communication and the development and delivery of sound procedures to ensure accountability

- to participate in arrangements for the appraisal of the performance of teachers within the team
- to lead on other areas of responsibility where designated by the Head Teacher
- to line manage staff as instructed by the Head of Arts Faculty.

Relationships

- to contribute to positive relationships across the school community
- to advise and assist the Governing Body as required in the exercising of its functions, including attending meetings and making reports
- to help in maintaining and developing effective communications and links with parents and to provide positive responses to concerns and problems regarding their children's educations and wellbeing
- to assist liaison with other educational establishments in order to promote the continuity of learning, progression and subject developments
- to develop and maintain positive links and relationships with the community, local organisations and employers.

Please note that there is flexibility in the approach to achieving our shared vision for this school and that the above specification is not definitive or exhaustive.

Candidates should have a proven record of:

- success in teaching within the context of secondary education.

The successful candidate should have:

- a passion for providing opportunities for all students to reach their potential within a genuine community environment
- an inclusive approach to education including those on the autistic spectrum
- a commitment to developing both of the school's specialisms, recognising that Heartlands is situated within a community with strong links to the Arts.

Applicable Contract Terms and Duties

This job description is to be performed in accordance with the provisions of the School Teachers' Pay and Conditions Document and within the range of duties set out in that document relevant to a Class Teacher. The post is otherwise subject to the Conditions of Service for School Teachers in England and Wales (the 'Burgundy Book') and to locally agreed conditions of employment to the extent that they are incorporated in the post holder's individual contract of employment. Copies of the relevant documents are available for inspection at the school.

The Governors seek to appoint strong, dynamic and talented leaders who will work hard to take the school forward in these early stages. As such, a commitment to high standards of achievement and responsible behaviour is paramount.

Key Organisational Objectives

The postholder will contribute to the HCT objectives in service delivery by:

- Enactment of Health and Safety requirements and initiatives as directed.
- Ensuring compliance with Data Protection legislation.
- At all times operating within the Trust's Equalities policies, demonstrating commitment and contribution to improving standards of attainment.
- Adopting Customer Care and Quality initiatives.
- The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment. The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.
- The person undertaking this role is expected to work within the policies, ethos and aims of the Trust and to carry out such other duties as may reasonably be assigned.

Safeguarding Children

HCT is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced DBS checks.

Conditions of Service

Governed by the National Agreement on Pay and Conditions of Service, supplemented by local conditions as agreed by the Trust.

Special Conditions of Service

Because of the nature of the post, candidates are not entitled to withhold information regarding convictions by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 as amended. Candidates are required to give details of any convictions and are expected to disclose such information at the appointment interview.

Because this post allows substantial access to children, candidates are required to comply with departmental procedures in relation to Police checks. If candidates are successful in their application, prior to taking up post they will be required to give written permission to the Department to ascertain details from the Metropolitan Police regarding any convictions against them and, as appropriate the nature of such convictions.

This role is covered under part 7 of the Immigration Act 2016 and therefore the ability to speak fluent spoken English is an essential requirement for this role.

Equal Opportunities

The postholder will be expected to carry out all duties in the context of and in compliance with the Trust Equalities policies.

Date of issue:

Signature of postholder:

Name of postholder:

Signature of CEO/ Head Teacher:

Person specification

	Essential	Desirable
Qualifications		
To have achieved, or have evidence of being on track to achieve, Qualified Teacher Status/GTC Registration, including the English and Maths elements	✓	
Recognised good honors degree or equivalent in a relevant discipline	✓	
Experience		
Have a secure knowledge and understanding of the curriculum areas and related pedagogy	✓	
An awareness of the contribution that the subject can make to cross curricular learning	✓	
Have high expectations for all young people including a commitment to ensuring that they can achieve their full potential	✓	
Hold positive values and attitudes and adopt high standards of behaviour in a professional role	✓	
Understanding of strategies for raising achievement and achieving excellence for students	✓	
Evidence of excellent classroom practice	✓	
Excellent understanding of effective and engaging teaching methods	✓	
Commitment to active and enjoyable learning for students	✓	
Successful experience of working within a department or faculty	✓	
Evidence of at least two successful teaching placements	✓	
Candidates should be able to demonstrate some knowledge and understanding of:	✓	
<ul style="list-style-type: none"> Current educational issues, including national policies related to the subject area The challenges and possibilities associated with inclusion within an urban environment 		
Have a good understanding of the use of assessment for learning	✓	
The ability to plan lessons and sequences with clear objectives to ensure progression for all students	✓	
The ability to set consistently high expectations for all students through classwork and homework	✓	
Skills		
Personal		
Inspire, challenge and motivate students as they learn	✓	
Build and maintain effective relationships	✓	
Set and achieve ambitious, challenging goals and targets	✓	
Prioritise and plan effectively	✓	

Listen to and reflect on feedback from others, including colleagues and governors	✓	
Think creatively to anticipate and solve problems	✓	
Show excellent communication skills	✓	
The successful candidate will be a good team player, with a distinct sense of purpose as a teacher who can communicate a love of the subject and bring strong intellectual commitment to their role	✓	
Relations		
Develop as an active member of the learning area and school team	✓	
IT Skills		
Maximise the benefits that new technologies provide and have the ICT skills required to be effective in role	✓	
Other		
Commitment to safeguarding and promoting the welfare of children and young people	✓	
Commitment to equal opportunities	✓	
Contribute to creating, maintaining and sharing a coherent school vision	✓	
A commitment to developing out of school hours activities to enhance the teaching and learning process and increase opportunities for students.	✓	

Heartlands High School, part of the Heartlands Community Trust, is committed to safeguarding and promoting the welfare of our students and young people. The successful applicant will therefore be required to complete checks in line with the requirements of Keeping Children Safe in Education with regard to DBS and other pre-employment checks.

We encourage applications from all sectors of the community to reflect our diverse student population.

Head of Music

Closing Date: 10 a.m. on Monday 19th April 2021

Salary: MPS + TLR2B

Location: Haringey

Contract type: Full time

Contract term: 1-year Maternity contract

Start date: 1st September 2021

We are looking for a passionate and enthusiastic teacher to lead our Music Department for this 1-year maternity cover. This would be an ideal post for a teacher with several years' experience who is looking to gain experience of leading a department, or for someone who has existing leadership experience who wants to contribute to the ongoing development of Music at Heartlands High School.

Heartlands High School is a great place to work. We aim to cultivate teachers that are passionate about their subjects and seek to teach exciting lessons which engage learners. We encourage teaching that is innovative. We support our staff with an appraisal model that encourages development rather than a rigid approach to graded lessons. Our continuing professional development ensures that staff work together to improve their practice. We empower staff to deliver great lessons through a high expectations culture within the school that supports them in managing behaviour effectively through strong systems.

We have a strong tradition of Music at Heartlands High School. Widening opportunities for all students no matter what their background sits at the heart of our ethos. As such, we have recently established a Year 7 Music Scholarship Programme and invested in a full set of Steel Pans to expand our range of enrichment activities in music. We are looking for a candidate who will continue to nurture and develop our extra curricular offer for students in partnership with Haringey Music Service alongside outstanding classroom provision. In the Academic Year 2021-22 we will be focusing on a recovery curriculum with our students, ensuring that they are given the opportunities to catch up on learning that was disrupted over the course of the pandemic, particularly with regard to practical music making in the classroom.

We pride ourselves on ensuring that our teachers gain the right development to ensure a successful career. We have a strong record in securing promotion. Our recent Ofsted quoted; 'Leaders have been able to cultivate an ethos of focusing on the needs of individual pupils. Pupils irrespective of their starting points, receive a range of support. Many pupils make very good progress...' (Ofsted 2016)

The School is in the heart of Wood Green close to shops, over ground, underground and bus links. You will be joining an energetic and dedicated team of teachers working to provide an excellent education to a group of diverse and rewarding young people.

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- contribute to our pathways curriculum by creating relevant and personalised routes of study
- set up and develop highly engaging enrichment within Music including running the Year 7 Music Scholarship programme, inspiring school trips and regular performances
- work within and contribute to the larger Arts faculty
- contribute to whole school learning and support the whole school literacy programme
- play an active role as a tutor within a vertical structure as outlined below
- ensure the behaviour management system is implemented in the subject area so that effective learning can take place.

For further information, please contact our HR department at HR@heartlands.haringey.sch.uk

Unfortunately, we are unable to show candidates around during this time but we are happy to answer any questions that you may have or have a Zoom conversation with you. You can access some virtual tours and our prospectus on our website at www.heartlands.haringey.sch.uk

Applications should be completed by 10 a.m. on Monday 19th April 2021. Interview date TBC.

NB: Please note that CV's or incomplete application forms will not be considered. Only those that are shortlisted will be contacted by the school. Applications may be considered whilst the posts are being advertised. Heartlands Community Trust reserves the right to close adverts earlier than the stated deadline. We advise early applications are submitted.