



Head of Lower School Music

Job description

The duties and responsibilities are as follows:

- To teach music as a specialist subject to pupils in Nursery to Year 2
- To take the lead in the promotion of the subject in the school and to show good practice
- To integrate music within the curriculum and general subject teaching where appropriate
- To lead a Year 2 school orchestra, choirs and other musical groups if applicable
- To organise regular music assemblies for Lower School pupils
- To assist with the organisation of peripatetic teachers
- To provide musical expertise for assemblies and school plays
- To support staff and offer training sessions in music, where appropriate
- To write a scheme of work, heeding National Curriculum guidelines and the requirements of receiving secondary schools
- To assist in the writing and updating of the subject policy
- To list all resources available, keeping the inventory current
- To update resources and ensure appropriate resources are available
- To include ICT as a regular part of the development of the subject

- To manage the budget as determined by the Head and monitor ordering of resources
- To raise the profile of the subject by focus weeks and/or staff INSET
- To attend training in the subject area regularly and cascade relevant information to staff
- To be familiar with the school's Safeguarding policy and all other policies both statutory, non statutory and curriculum available on the school matrix
- To liaise with SLT members
- To ensure that the subject curriculum provides effective education for children with EAL or SEN, including the gifted and talented
- To encourage and monitor cross curricular links
- To assess children within the subject area
- To take a pro-active approach to the development of the subject and to liaise closely with colleagues in the HSG Group to ensure innovation and development is systematic and continuous

Note: This job description is indicative of the duties and responsibilities of the post but does not form part of any contract of employment. All jobs within the school evolve over time and their features vary from year to year.