

Claremont Fan Court School



Job Description

Job Title: Violin Teacher

Reports to: Director of Music

Purpose: The role will be responsible for the delivery of violin teaching at the School.

Hours: Wednesday plus an additional half day per week, term time only

Salary: Peripatetic rate of pay £35.35 per hour

Pension: Teacher's Pension Scheme from commencement of employment



Teaching Responsibilities

- In accordance with the Music School Code of Practice, teach the violin to individual students in the Preparatory and Senior School. It is expected that an average of ten lessons per pupil per term will be given
- Draw up own weekly teaching timetable, taking into account School events as detailed in the School's termly calendar. Enter Preparatory School lesson times on the Preparatory School class timetables
- Where relevant, enter students for instrumental exams either privately or during an Associated Board special visit organised by the department
- Produce a scheme of work for each student
- Prepare and support student performances

Classroom Environment

- Establish a teaching environment that is positive and supportive of learning
- Consider the needs of pupils at all times interacting in a supportive and positive way
- Establish a culture for learning with pupils of all abilities
- Establish effective teaching practices so that pupil behaviour is consistently within the expectations of this School being purposeful, safe, respectful, open, valuable, and appropriate

Year 3 and 4 Violin Programme

- Working closely with the Preparatory School Music teacher, teach the violin to Years 3 and 4 in the curriculum music lesson (approx. 5 classes each week), sourcing music
- Prepare the students for performances to demonstrate their progress



Responsibility to parents

- Monitor pupil progress in prep books, report cards as necessary
- Demonstrate a thorough knowledge of each learner and their individual needs in relation to the violin
- Contribute performance data to the Preparatory School classroom music teacher for including on termly grade cards (preparatory school only)
- Once a year, produce written comments on each child to be included in their music report. Written reports are to be accurate, unbiased, individualised, pertinent, goals-based and follow School procedure

Preparatory School String Group

- To teach/conduct the Preparatory School String Group
- To source/arrange music for the Preparatory School String Group

Professional responsibility

- Be available for teaching on the day and times agreed with the Director of Music
- Sign in and out in the usual way, in the Music School, to ensure compliance
- Notify the Director of Music about absence in keeping with the Music School procedure

Pastoral Responsibilities

- Safeguarding - Every child's welfare is of paramount importance. Our School promotes an ethos where pupils feel secure, are encouraged to talk, are listened to and are safe. Children at our School are able to talk freely to any member of staff if they are worried or concerned about something. It is the responsibility of every member of staff, volunteer and regular visitor to our School to ensure that they carry out the requirements of the School's

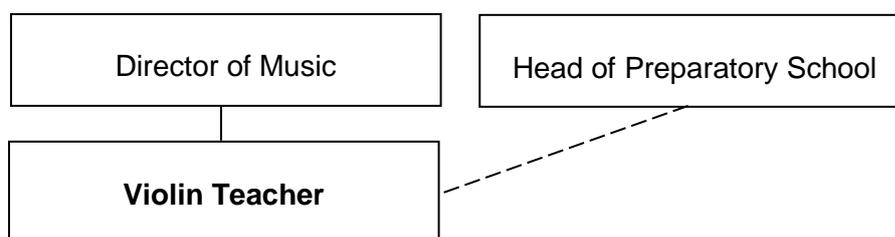
Safeguarding Policy and, at all times, work in a way that will safeguard and promote the welfare of all of the pupils at this School. This includes the responsibility to provide a safe environment in which children can learn

- Report any issues of concern, including child protection issues, to the Director of Music and/or Designated Safeguarding Lead and/or Heads of Year and/or class teachers (Preparatory School)
- Be familiar with the Character Education Programme, support it and integrate it into all aspects of teaching



Organisational chart

The part time peripatetic Violin Teacher works within the Music School in the Senior School. The immediate line diagram of responsibility is as follows:



Contextual Information

Claremont Fan Court School promotes continuous learning, independence of thought, teamwork, a critical approach to studies within a framework expecting excellent academics and high standards of character from its pupils and staff.

This school values each of its learners and actively seeks to clearly see evidence of the God-given potential in every child.

Claremont Fan Court School



Position Outline and Person Specification

Violin Teacher

A part time peripatetic Violin Teacher is required to start as soon as possible.

Position Outline

- The successful applicant must be available to teach all day on Wednesday plus another half day of their choice as agreed with the Director of Music
- Teach the violin to individual students from across the school. The number of lessons may increase/decrease termly according to demand. A certain level of flexibility is essential
- Teach Years 3 and 4 the violin in their curriculum music lesson – approximately 5 lessons per week on a Wednesday from 11.10am-3.20pm (a lunch break is provided; lunch is provided by our excellent catering staff)
- Run the Preparatory School String Group on a Wednesday from 10.10am-10.30am

The Violin Teacher reports to the Director of Music and is based in the Music School of the Senior School.

The Music School houses six instrumental teaching rooms (each equipped with an upright piano), one classroom, two ICT suites, a recording studio and music technology room. Other facilities include the Music School office and a staff room for peripatetic music teachers.

All staff are expected to demonstrate a willingness to promote and be loyal to the ethos of the School.



Person Specification

The successful candidate is likely to meet or demonstrate the following characteristics:

- Possess a relevant qualification in teaching the violin
- Experience of teaching the violin to children aged between 7 and 18
- Be a positive and well-presented person, capable of inspiring confidence in pupils and parents
- Have an understanding of the skills required when teaching pupils with a range of abilities, encouraging all to develop to their maximum potential
- Excellent communication skills, oral, written and in the use of ICT (teaching staff are required to produce reports in Microsoft Word). There is a PC in the music staff room for peripatetic staff
- Be capable of working independently and as part of a team
- Have calmness, efficiency and the ability to work under pressure at certain times
- Be prepared to work hard with energy and enthusiasm
- Maintain a flexible approach when necessary
- Have an awareness of health and safety issues and be able to comply with health and safety policy
- Have an awareness of the nature of the School and to be prepared to commit to its all-round ethos, enrichment activities and pastoral approach

AA/HR Nov17

