



The Purcell School

for young musicians

Royal Patron: HRH The Prince of Wales



Specialist Music School

Co-Educational Boarding and Day

Over 180 pupils aged from 11-18

Music Specialist Teacher (flute)

Part-time

Information for Candidates/Job Description

For November 2017

Closing Date for Applications: Friday 27th October 2017

Introduction

The Purcell School is Britain's oldest specialist music school and in 2012 celebrated its 50th Anniversary. In 2003 the School was awarded the UNESCO Mozart Gold Medal in recognition of its unique contribution to music, education and international culture and in 2015 the School became the first ever Fazioli Centre of Excellence. The School's pupils are funded largely by the Government's Music and Dance Scheme, along with the School's own bursary funds. The School has consistent success in national and international competitions and has an extensive programme of outreach and community work. Its orchestras, ensembles and instrumentalists give concerts throughout London, the UK and abroad.

History

The school was founded in 1962 by Rosemary Rapaport and Irene Forster as the 'Central Tutorial School for Young Musicians', and opened in temporary premises at the Conway Hall, Red Lion Square, with four pupils. Renamed 'The Purcell School' in 1969, it occupied premises first in Hampstead and then in Harrow before moving to its current location in 1997.

Location

The Purcell School is the only specialist Music School within the M25, and this proximity to London brings many advantages. We are only 30 minutes from Heathrow and Luton airports and an hour from Gatwick or Stansted; Bushey station and Watford Junction station are close by and provide a fast (19 minute) link to the heart of the capital; the M1 and M25 give access to the rest of the country.

Facilities

The school enjoys excellent facilities which have been improved considerably in recent years. In 2007 the new Music Centre was opened by Sir Simon Rattle and features state-of-the-art classrooms, a professional recording studio, practice rooms and a recital hall. Since 2009 extensive works have taken place to expand and upgrade the school's boarding facilities and a £4.25m boarding house was opened in January 2011. Other works are planned over the next five years to further enhance the facilities.

The Pupils

The school currently has over 180 pupils aged from 11-18 years, of whom about 30% come from abroad. Over 75% of pupils are boarders. The sixth form currently comprises around 90 pupils with approximately 25-30 pupils joining the school each year specifically for the Sixth Form. The majority of pupils progress to music conservatoires although a

small number each year elect to go to University to study both music and non-musical subjects.

Admissions

Pupils are admitted at any age between 11 and 17. Entry to the school is on the basis of a music audition, short written test and interviews. Pupils come from a wide variety of educational backgrounds, including maintained and independent schools in the UK and overseas. A wide academic ability range is therefore a feature of the school, with a significant number of students for whom English is not their first language. Thanks to the Department for Education Music and Dance Scheme, generous bursaries are available.

Music

The Purcell School has an enviable reputation for the quality of its musical education and performance. Students enjoy individual tuition on one or two instruments, or in composition, from some of the very best teachers available. They take part in orchestral, choral and chamber concerts, and have opportunities to perform regularly at venues including the Royal Festival Hall, the Wigmore Hall, Purcell Room and St Albans Abbey. Purcell students frequently achieve success in musical competitions both in the UK and abroad, including in the BBC Young Musician of the Year and the BBC Young Jazz Musician of the Year.



Academic curriculum

Our academic curriculum allows pupils to fulfil their musical potential without limiting their choices. Although the exact shape of the curriculum will be different for different students, the broad intention is that there should be a progression over time: younger students need a larger amount of academic time, to ensure that the basic skills and knowledge are in place, and that they are able to achieve good grades at GCSE. As they get older, they are expected to spend more time practising their instruments, taking part in chamber music and orchestral or choral groups, and the proportion of time spent on academic work therefore decreases. Depending on a pupil's age and instrumental commitments, between 25% and 50% of curricular time is spent on musical activities.

Details of the subjects available at the school can be found on our website.

Boarding

Approximately three-quarters of our students are boarders, living in one of four houses: Avison (boys and girls aged 11-13), Graham (girls aged 14-19), Sunley (girls aged 14-19) or Gardner (boys aged 14-19). Each house is supervised by at least two resident staff, with other staff involved in a non-residential capacity.

Pastoral Care

At The Purcell School we strive to prepare our students for life in a modern society. The education we provide extends far beyond the classroom, and our young people grow in all aspects of their lives. All students have a Tutor who meets them regularly and monitors their progress.

We have a dedicated school nurse, who is available to see pupils each day and who will arrange any medical care with the school doctors, as well as a School Counsellor and physiotherapist.

Religious affiliation

The school has no formal religious affiliation, and accepts pupils of all faiths or none. There is no school chapel and assemblies are secular in content. Boarders who wish can attend local places of worship as appropriate.

The staff

The school staff consists of around 25 academic subject teachers, a small number of full-time music staff, nearly 60 part-time vocal and instrumental teachers, and around 40 support staff, including residential boarding staff.

Owing to the small size of the school, academic teachers are often the sole practitioner in their subject, except in English and Mathematics. This allows teachers to teach the full range of ages and to get to know pupils extremely well over a long period of time. Almost all teachers have their own classrooms.

Class sizes rarely exceed 15 at Key Stages 2 & 3, 20 at GCSE or 14 at A Level.

Further details of the school can be found by visiting our website: www.purcell-school.org.



The Post: Job Description:

Music Specialist Teacher (Flute):

A Music Specialist Teacher provides instrumental or vocal and musical training for pupils at the Purcell School. You may work at a variety of levels teaching different musical skills to pupils. Teaching takes place at the Purcell School.

Your duties:-

- Planning individual lessons and appropriate repertoire for the pupils you teach.
- Developing knowledge of materials and repertoire for students at different stages of their musical development.
- Teaching individual and/or group lessons lasting from 15 minutes to an hour or longer, generally incorporating elements of general musicianship, such as ear training and theory, as well as instrumental technique and interpretation.
- Preparing pupils for performances, examinations, auditions and festivals.
- Negotiating time and accommodation slots for school-based music lessons in conjunction with the School Music Timetabler, recognising school and public examination and School commitments and to read and agree to the 'Information for Instrumental Teachers' found in the Staff Handbook.
- To ensure that all lessons finish on time.
- To ensure that no private instrumental lessons are made other than those arranged with the relevant Head of Department.
- Communicating with parents by school reports, keeping up to date with school bulletins and staff minutes and attending Music Specialist Teacher forums and meetings and forwarding pupil achievement information through to the Head's PA for inclusion into the weekly bulletin.

- Developing relationships with schools, local authority music services and others and promote and recommend gifted and talented pupils to the Purcell School.
- Supporting performance opportunities for your pupils throughout the various auditions, concerts, recitals, events through the School.
- Planning and working on your own professional development by gaining further teaching or performance qualifications and continuing your own performance activity.
- Ensuring that you adhere to health and safety standards as outlined in the school's policy and sign in and out of the building as required.
- Following the arrangement outlined in the school's child protection policy and attending/completing online training when required.
- Managing the administrative tasks associated with being a Music Specialist Teacher at the Purcell School.
- Ensuring that you have read and understood the School's Pupil Parents Handbook, Staff Handbook, Child Protection Policy and ICT Acceptable Use Policy.
- To co-ordinate with their appropriate Head of Department.
- Keep a regular and accurate register of pupils' attendance and absence. This register is to be submitted to the Head of Department each term.
- Be available for teaching 30 weeks of the year – subject to contract.

The post is available immediately, however the start date is negotiable.

General and Professional Responsibilities

The Purcell School exists to provide young musicians of exceptional promise and talent with the best possible teaching environment in which to fulfil their potential, irrespective of their background.

All parents and pupils have the right to expect that we will provide an education of the very highest quality and that we will conduct ourselves in a professional manner, in line with best practice across the education sector. We also have a duty towards the school and our colleagues to maintain high professional standards.

- In addition to the specific responsibilities of the post, all staff are expected to:
- Promote the aims and values of the school.
- Support and protect the interests of the pupils.
- Support colleagues in their work.
- Ensure the smooth-running of the school and well-being of the school community.

In particular, staff are required to:

- be aware of the current legal requirements, school policies and guidance on safeguarding and promotion of well-being of children and young people.
- work constructively and co-operatively as members of the school community, sharing good practice with the aim of improving the education and welfare that the school offers.
- undertake such administrative and supervisory duties as may be required.
- follow school procedures and policies set out in the Staff Handbook.
- promote equality by actively protecting staff and pupils from discrimination.
- keep up to date with Health and Safety regulations and best practice as appropriate to their roles, attending training courses and completing appropriate risk assessments as required.
- help to maintain and improve the public image of the school.

The Person

- You should have the ability to develop and maintain warm, respectful and valued rapport with young people, whilst understanding the professional boundaries that must exist between staff and students. You should provide a positive role model, demonstrating self-motivation and mature interpersonal skills. Experience of working with children/young people in an academic or musical environment.
- The ability to negotiate and manage complex events in a professional, effective manner. An understanding of community partnerships and organisation. Imagination, creativity and enthusiasm and a warm sense of humour!
- You will need effective communication skills (verbal and written) and the ability to deal with pupils, parents and staff across the whole school. You will be expected to maintain high personal and professional standards, including recognition of the confidentiality issues impacting upon work in a school (e.g. access to sensitive pupil medical or family information).
- You must be able to demonstrate an awareness of safeguarding and child protection legislation and issues, and will be expected to uphold a full commitment to the best safeguarding practice.

Terms and Conditions

- This is a part-time post, term-time only as indicated in the outline job description above for 5 hours per week.
- Payable at an hourly rate of: £37.60 per hour.
- Successful applicants will be required to make an enhanced disclosure by the Disclosure and Barring Service (formerly the Criminal Records Bureau) and to complete a self-disclosure Medical Questionnaire. All new staff receive Child Protection training on taking up their appointment.

Child Protection

The Purcell School aims to maintain an ethos of constant improvement across all areas of school life and all staff are expected to participate constructively in school activities and to adopt a flexible approach to their work. This job description will be reviewed annually and may be varied in light of the needs of the School.

The job Description sets out the main duties of the post at the date when it was drawn up. Such duties may vary from time to time without changing the general character of the post or the level of responsibility entailed.

The Purcell School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All applicants should read the school's Child Protection policy, which is available on our website, and are required to declare any criminal convictions or cautions, or disciplinary proceedings related to young people. Applicants must be willing to undergo child protection screening appropriate to the post, including records checked and processed through the Disclosure and Barring Service (DBS).

Equal Opportunities

The Purcell School is an equal opportunities employer and welcomes applications from appropriately qualified persons regardless of gender, marital status, sexual orientation, race, ethnic origin, colour, nationality, religion, disability or age. Candidates will be assessed against relevant criteria only (i.e. skills, qualifications, abilities, experience) in selection and recruitment.

Applications

Applicants are asked to complete an Application Form (available on our website) and send it with a supporting statement to the Headmaster by the

closing date.

The closing date for applications is 27th October.
Interviews will take place in November.

Completed application forms should be sent to the
Headmaster by post or by e-mail to:

Mrs Shirley Clark
Headmaster's PA
The Purcell School
Aldenham Road
Bushey
Herts
WD23 2TS

Tel: 01923 331104

Email: s.clark@purcell-school.org

Website: www.purcell-school.org