

# Teacher of Music (Part-Time)

## Candidate Information Pack



**Small enough to care, big enough to deliver a positive impact**

April 2016

## Executive Headteacher's welcome

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Thank you for your interest in this opportunity to join Astley Community High School and Whytrig Middle School from September 2016 in the new post of **Part-Time Teacher of Music**. We are delighted to be able to recruit a specialist Music teacher to deliver the National Curriculum across Years 5-9 and who will also contribute to developing our students' performance skills. This candidate information pack will tell you much more about our schools and the role.

Astley Community High School and Whytrig Middle School, which are co-located in Elsdon Avenue in Seaton Delaval, form the Seaton Valley Federation of Schools together with Seaton Sluice Middle School. The three schools share a single governing body.

I am immensely proud to be Executive Headteacher of all three schools. We strive for excellence in the education we provide for our students and are a focal point for the local community. All three schools are rated as 'Good' by Ofsted and last year Astley achieved first place in the 2015 Key Stage 4 national performance tables for similar schools in England. I strongly believe that the relatively small size of all three schools provides a great environment in which to know our young people well, so that we are able to understand and respond to each individual's needs and enable them to succeed.

Our staff are very focused on ensuring students achieve their best without losing sight of those individual needs. We are always keen to learn from other professionals and have developed an excellent relationship with other schools across the north-east to ensure teachers have access to a strong Continuous Professional Development programme. Building up the skills and capacity of support staff is also a key priority.

I hope that the information within this pack will encourage you to apply for this opportunity. If you would like an informal discussion about the post then please contact **Adam Ironside, Assistant Headteacher** on **0191 2371505**.



**John Barnes**

**Executive Headteacher – Seaton Valley Federation of Schools**

## Our ethos and values

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We have three main themes to our ethos:

- 1. To be a school who knows each child really well both academically and pastorally as a complete young person.**
- 2. Everyone within the school is treated with respect and we expect that respect to be mutual.**
- 3. We expect and strive for everyone associated with the school to be as good as they possibly can in all areas of school life. We do not accept not trying and we are never ashamed of doing well and being proud of doing well.**

Our schools are small enough to care but big enough to deliver a positive impact.



All three schools in the Seaton Valley Federation share a set of core values. We expect that all members of our school community will:

- develop their self-knowledge, self-esteem and self-confidence
- respect the laws of England and will know right from wrong and ensure their actions reflect this
- accept responsibility for their behaviour
- show initiative and contribute in a positive way to the school community, the local community and society in general
- show respect for each other and all other people
- show tolerance and respect for different cultures and traditions and will never act in such a way that these cultures or traditions are abused or attacked
- show respect for the rule of democracy and respect for the democratic principles of England.

## About our schools

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School	Age range	Total number of pupils	Number in sixth form
Astley Community High School	13-18	554	159
Seaton Sluice Middle School	9-13	313	N/A
Whytrig Middle School	9-13	203	N/A

## About our performance

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School	Overall effectiveness	Last Ofsted inspection
Astley Community High School	Good	January 2016
Seaton Sluice Middle School	Good	February 2013
Whytrig Middle School	Good	January 2015

### Latest Ofsted report for Astley Community High School

Leadership and management	Good
Outcomes for pupils	Good
Quality of teaching, learning and assessment	Good
Personal development, behaviour and welfare	Good
16-19 Study Programmes	Good

“Improving the quality of teaching has been at the heart of the school’s work. Teaching is now consistently good and some is inspirational...Pupils enjoy learning. They value and appreciate the care taken by teachers to help them with their studies. Written work is carefully assessed and pupils respond thoughtfully to the guidance... Behaviour in lessons and around the school is good. Pupils are considerate and courteous. They value learning and take pride in their work.” Ofsted, 2016

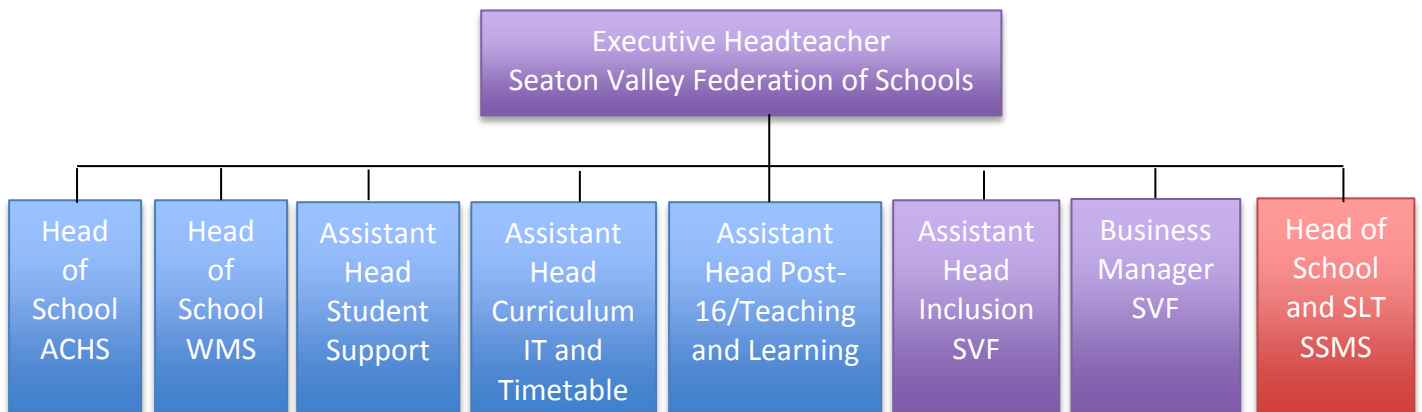
### Latest Ofsted report for Whytrig Middle School

Leadership and management	Good
Behaviour and safety of pupils	Good
Quality of teaching	Good
Achievement of pupils	Good

“Teachers and support staff work hard to ensure that pupils can do well. Increasingly, staff make learning thought-provoking, motivating and challenging which captures and holds pupils’ interest...Pupils enjoy their lessons and respond very positively to teachers’ clear expectations by working hard and behaving well, both in lessons and at social times. They are considerate, polite and respectful.” Ofsted, 2015

## About our structure

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## About the Arts and Technology Faculty

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Over the next few pages you will find the advert, job description and person specification for the post of Teacher of Music but we know that you will want to know more about the Faculty.

The Arts and Technology Faculty has a proven track record of success built upon excellent teamwork amongst the three teachers and two technicians. The Faculty is committed to maximising the potential of pupils of all abilities. This new post has been created from September 2016 to provide specialist music teaching for Years 5-8 at Whytrig Middle School and Year 9 students completing the Key Stage 3 National Curriculum at Astley Community High School. There may be potential to develop the subject to GCSE level and beyond in subsequent years. We have a Music classroom on our shared site, which directly adjoins the stage and performance area and you will also contribute to performances for assemblies and extra-curricular activities.

Our aim is to work in collaboration with the wider Seaton Valley Partnership schools and external arts organisations to ensure our students have access to a wide variety of music and performance experiences. We hope the successful candidate will play a vital role in attracting external funding opportunities with the support of our Business Manager to extend our provision.



**Martyn Jones, Head of Faculty – Arts and Technology**



**Astley Community High School and Whytrig Middle School**

Elsdon Avenue  
Seaton Delaval  
Tyne and Wear  
NE25 0BP  
0191 237 1505

**Teacher of Music**

Permanent, Part-Time Variable Hours 0.6-0.8 FTE  
Main/Upper Pay Ranges: £22,244 - £37,871 per annum

**Small enough to care, big enough to make a positive impact**

As two co-located schools in south east Northumberland with good standards of teaching and behaviour and a strong commitment to improvement, we believe passionately that every student should be enabled to succeed in all aspects of school life.

This specialist role is a unique opportunity to teach Key Stage 2 and 3 Music across both schools from Year 5 to Year 9. Although the initial focus will be delivering the National Curriculum to those year groups, there may be potential to develop the subject to GCSE examination level and beyond.

The successful candidate is expected to be offered a 0.6 FTE contract from September 2016, which could increase in subsequent years. There may be potential to develop music/performance projects around the core teaching time funded from external sources. If additional hours are preferred then some supply teaching work may also be available.

With a strong sense of purpose and drive to improve student attainment and progress, you will join a small but committed team within the Arts and Technology Faculty. As the sole specialist on the Elsdon Avenue site, you will need to be a self-starter in developing Music provision although there will be opportunities to work with other specialists within the Seaton Valley Federation and beyond.

Our candidate information pack will tell you much more about this vacancy and the school. Visits to both schools are also warmly welcomed and encouraged. Please contact Adam Ironside, Assistant Headteacher on 0191 2371505 to make an appointment.

We are committed to safeguarding and promoting the welfare of children and young people. It is essential that all staff and volunteers share this commitment. An enhanced criminal records check from the Disclosure and Barring Service is required for all posts.

Interested in applying? A completed application form and criminal records declaration form must be submitted **by 12 noon on Tuesday 26 April 2016** by e-mail to [svfjobs@svlp.org.uk](mailto:svfjobs@svlp.org.uk)

It is expected that shortlisting will take place on Wednesday 27 March and interviews will be held on Wednesday 11 May.

Further information about all of our current vacancies is available at:  
<http://www.astleyhigh.org/aboutus/vacancies>

## JOB DESCRIPTION

<b>Post Title:</b> <b>Teacher</b>	<b>School:</b> <b>Astley Community High School and Whytrig Middle School</b>
<b>Payscale:</b> Main/Upper Range	<b>Date:</b> September 2015
<b>Responsible to:</b> Relevant member of SLT or TLR postholder and to relevant Student Progress Leader/Assistant Headteacher – Student Support as a form tutor	<b>Responsible for:</b> N/A
<b>Job Purpose:</b> To be accountable for the progress and attainment of own students through effective teaching and learning and consistent implementation of school policies and departmental guidelines.	
<p><b>Duties and key result areas:</b></p> <p><b>General</b></p> <ul style="list-style-type: none"> <li>• Carry out the professional duties of a teacher as set out in the School Teachers' Pay and Conditions Document. Carry out teaching duties in accordance with relevant policies, departmental guidelines, schemes of work and the National Curriculum.</li> </ul> <p><b>Generic Teaching and Learning Responsibilities</b></p> <ul style="list-style-type: none"> <li>• Establish a purposeful and safe learning environment and manage learners' behaviour constructively by establishing and maintaining a clear and positive framework for discipline and a supportive culture in line with the agreed behaviour policy.</li> <li>• Plan effectively in the short, medium- and long-term and prepare effective learning sequences, lessons and work across a series of lessons to ensure coverage of the curriculum and that the needs of all learners are met. Plan and prepare homework and other out of class work.</li> <li>• Be aware of and apply a range of teaching and learning approaches which identify, build upon and develop pupil learning styles, and the ability to learn independently.</li> <li>• Teach across a range of abilities and ages commensurate with the teacher's experience and skills.</li> <li>• Assess, record and report on the development, progress and attendance of learners and analyse relevant data to promote the highest possible aspirations for learners and target expectations and actions to raise learners' achievements. Set accurate targets for pupil improvement and monitor progress towards these. Provide timely, accurate and constructively feedback on learners' attainment, progress and areas for development.</li> <li>• Liaise effectively with parents/carers through informative oral and written reports on pupils' progress and achievements according to the agreed assessment and reporting schedule. Discuss appropriate targets with parents/carers and encourage them to support their child's learning, behaviour and progress.</li> </ul>	

- Demonstrate ongoing development and application of teaching practice, expertise and subject competence to enrich the learning experience within and beyond the teacher's assigned classes or groups of learners.
- Attend continuous professional development activities when required to update knowledge of the National Curriculum, syllabus changes and national initiatives which impact upon teaching, pastoral or other responsibilities.
- Communicate effectively and work collaboratively within and beyond the classroom with support staff (including directing their day-to-day work and planning lessons), teachers, other professionals, parents, carers, agencies and communities, to enhance teaching and learning and promote the positive contribution and wellbeing of learners.
- Contribute to the development and implementation of priorities, policies and activities in order to enable school development plan priorities to be achieved.
- Promote and implement policies and practices that encourage mutual tolerance, respect for diversity and the core values of the Seaton Valley Federation of Schools.
- Undertake the role of form tutor, if required to do so, and follow the guidance given by the Assistant Head – Student Support and Student Progress Leaders.
- Carry out supervisory duties before school, at break or after school as required.
- Attend department and other school meetings as required.

In addition, Upper Pay Range teachers are expected to:

- Make significant contributions to implementing workplace policies and practice and to promote their implementation.
- Give advice on the development and wellbeing of children and young people, if required.
- Promote collaboration between colleagues and contribute to their professional development through coaching and mentoring, demonstrating effective practice, and providing advice and feedback.
- Make a significant contribution to school improvement planning and evaluation.

#### **Whole School Responsibilities**

- Promote the safeguarding and welfare of children and young persons the post holder is responsible for, or comes into contact with. Be aware of school policies and other guidance on the safeguarding and promotion of wellbeing of children and young people. Take appropriate action where required.
- Ensure that whole school policies are effectively implemented including health and safety, equal opportunities, e-safety, confidentiality and data protection.



These schools are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. You are therefore under a duty to use the schools' procedures to report any concerns you may have regarding the safety or well-being of any child or young person.

The duties and responsibilities highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post and the school: the pay level has been established on this basis.

**Work Arrangements**

Transport requirements:	None.
Working patterns:	As identified in the relevant School Teachers' Pay & Conditions Document
Working conditions:	Normally based indoors other than teaching roles requiring significant work outdoors e.g. PE.

## Person Specification

<b>Post Title: Music Teacher</b>		<b>School: Astley Community High School and Whytrig Middle School</b>	
<b>Essential</b>		<b>Desirable</b>	<b>Assess by</b>
<b>Knowledge and Qualifications</b>			
Qualified Teacher Status Honours degree in a relevant subject or PGCE in Music, or equivalent Has good understanding of teaching/learning and behaviour management strategies Up-to-date knowledge of subject and curriculum requirements in Music Evidence of relevant and ongoing professional development		Honours degree in Music, or equivalent	A, I, O, R
<b>Experience</b>			
Teaching of subject to pupils at Key Stage 3 Experience of using ICT effectively to support learning and raise attainment/accelerate progress Demonstrable track records of improving pupil outcomes Experience of developing performance skills for individuals and groups		Teaching of subject to pupils at Key Stage 2 Teaching of subject to pupils at examination level in Key Stage 4 Experience as a form tutor and/or of pastoral work Experience of successfully bidding for external funds and grants	A, I, R
<b>Skills and competencies</b>			
Good or outstanding practitioner Consistently meets or exceeds the national Teachers' Standards Self-starter who can work on own initiative to develop interest in subject Has high expectations of pupils and is able to engage and motivate learners Able to set realistic and challenging pupil targets and accurately assess/review progress Accepts accountability for pupil outcomes Can plan, organise and manage own time effectively Has positive values and attitudes in relation to self and others Able to consistently implement school policies and follow departmental guidelines Able to work collaboratively as a member of a team and willing to share good practice Able to establish effective relationships with pupils, parents/carers, staff and external stakeholders Able to safeguard children and young people			A, I, O, R
<b>Other</b>			
Willingness to be a form tutor and develop effective relationship with tutor group Willingness to contribute to the development of performance for assemblies/extra-curricular No adverse criminal record			A, I, R, C

Key to assessment methods; (a) application form, (i) interview, (r) references, (t) ability tests (q) personality questionnaire (g) assessed group work, (p) presentation, (o) others e.g. observation, case studies/visits, (c) recruitment and vetting checks e.g. DBS criminal record check

## Working in the Seaton Valley Federation of Schools

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We always look to strengthen our highly dedicated team of staff with people who have high expectations of students and themselves, can work cooperatively and make a positive contribution to the life of the school. In return we can offer:

- opportunities for continuing professional development
- membership of the Teachers' Pension Scheme (for teachers and tutors) or the Local Government Pension Scheme (for support staff), which the school also contributes to on your behalf
- between 25 and 30 days' annual leave for support staff who work full year
- good transport connections from the A1 and A19 for easy access to Seaton Delaval and Seaton Sluice
- ample staff car parking
- shared premises with Northumberland County Council's Seaton Valley Library

## Living and working in Northumberland

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If you are new to the area, we can assure you that south east Northumberland is a great place to live and work. Seaton Delaval has its own National Trust property, Seaton Delaval Hall, and Seaton Sluice overlooks the coast with its beautiful sandy beaches. It is only a short drive from the Seaton Valley area to enjoy the spectacular scenery of the Cheviot and Simonside Hills and the Northumberland National Park beyond. We are also conveniently located within ten miles of both Newcastle City Centre and Newcastle Airport.



Take a look at [www.visitnorthumberland.com](http://www.visitnorthumberland.com) for more information.

## Our commitment to professional development

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We are committed to the continuing professional development of all of our staff.

- There is a weekly session for teachers to undertake Continuing Professional Development focused on teaching and learning. These sessions are led by internal and external providers and we expect all teachers to contribute to these sessions so that we can share and build upon good practice and innovative ideas.
- We hold joint training days for the three schools in the Seaton Valley Federation to facilitate an integrated approach across all phases and stages.
- Staff are given the opportunity to work in other schools at specific times of the school year to develop their skills and knowledge of other key stages.
- We provide opportunities for teaching staff to observe at least one other colleague of their choosing during the school year to support staff to reflect on their own practice.
- North-east teaching schools and Durham County Council provide a range of CPD opportunities so that we can learn from, and develop our professional practice with, other professionals.
- Each member of staff has a CPD plan to address areas for development identified through the annual appraisal process and we support staff to develop their skills and knowledge.
- There are many examples of how we have enabled teaching and support staff to undertake courses of further study either through financial assistance or time off.

## Our commitment to equal opportunities

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We seek to employ a workforce which reflects the diversity of the communities we serve. We understand and value the added contribution that individuals can make when we recognise and embrace individual differences in age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation.

Our recruitment and selection process is designed to be fair and avoid discrimination. Our Equality and Diversity in Employment Policy is available from:

<http://www.astleyhigh.org/aboutus/policies-and-rules>

## Our commitment to safeguarding children and young people

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Keeping our children and young people safe and secure is crucially important. We are committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment.

It is important during the recruitment process that we ensure candidates support this commitment. We will ask all applicants to tell us in confidence about any criminal convictions they have and the successful candidate will also need to obtain an enhanced certificate from the Disclosure and Barring Service (DBS). This does not mean that you cannot work here if you have a criminal conviction as we will take into account factors such as the age of the conviction, its relevance to the job and any mitigating factors before making a decision.

However we are aware that not everyone who is a risk to children will have a criminal conviction and therefore you should expect at interview that we will explore any gaps in your employment record, your motivations for working with children and young people and your ability to keep them safe from harm. We will also check this information in any references we receive, one of which must be from your current or last employer.

### How to apply

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Please read the job description and person specification for the post carefully before completing an application form.

Your completed application form including the names and contact details of two referees and your criminal record declaration form must be **e-mailed** by **12 noon** on **Tuesday 26 April 2016** to: [svfjobs@svlp.org.uk](mailto:svfjobs@svlp.org.uk) . **Please ensure the subject/title of your e-mail is Teacher of Music.** In exceptional cases we will accept applications by post however please contact us to discuss this in advance.

Please note that we do not accept CVs.

### Contact us

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Address: Astley Community High School and Whytrig Middle School, Elsdon Avenue, Seaton Delaval NE25 0BP Telephone: 0191 2371505

Websites: [www.astleyhigh.org](http://www.astleyhigh.org) <http://www.whytrig.northumberland.sch.uk/>