

TEACHER of PERIPATETIC MUSIC

Generic information taken from the Conditions of Service. Further details may be discussed at interview.

Professional Duties

Prioritising the safeguarding of all students and participating in training on safeguarding matters.

Contributing to the elimination of unlawful discrimination, harassment and victimisation; advancing equality of opportunity and fostering good relations between people who share a protected characteristic and those who do not.

Teaching

1. (a) planning and preparing courses and lessons;
- (b) preparing students for any performances in college concerts and music events;
- (c) teaching, according to their educational needs, the students assigned to you including the assessment of performance to be carried out by the student in college and elsewhere;
- (d) assessing, recording and reporting on the development, progress and attainment of students

in each case having regard to the curriculum for the college (A level Music and BTEC in Pop Performance).

Other Activities

2. (a) promoting the general progress and well-being of individual students and of any class or group of students assigned to you;
- (b) providing guidance and advice to students on repertoire choices suitable for their further education and future careers, including information about sources of more expert advice on specific questions; making relevant records and reports;
- (c) making records of and reports on the personal and social needs of students, as guided by the Head of Music;
- (d) communicating and consulting with the parents of students, as guided by the Head of Music;
- (e) communicating and co-operating with persons or bodies outside the college, as guided by the Head of Music;
- (f) participating in meetings arranged for any of the purposes described above.

Assessments and Reports

3. Providing or contributing to oral and written assessments, reports and references relating to individual students and groups of students.

Professional Review and Staff Development

4. (a) participating in arrangements made for the review of your performance and that of other staff.
(b) reviewing from time to time your methods of teaching and programmes of work;
(c) participating in arrangements for your further training and professional development.

Educational Methods

5. Advising and co-operating with the Principal and the Head of Music on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements.

Discipline, Health and Safety

6. Maintaining good order and discipline among the students and safeguarding their health and safety both when they are authorised to be on the College premises and when they are engaged in authorised college activities elsewhere.

Staff Meetings

7. Participating in meetings at the college which relate to relevant curriculum for the college or the administration or organisation of the college, including pastoral arrangements, as guided by the Head of Music.

Cover

8. Informing the Head of Music and each of your students if you are absent for any reason, and re-scheduling lessons if possible, as guided by the Head of Music.

Public Examinations

9. Participating in arrangements for preparing students for public examinations and in assessing students for the purposes of such examinations; recording and reporting such assessments; and participating in arrangements for students' presentation for and such examinations (A level Music Recitals, BTEC Pop Performance performances and examinations for ABRSM and other boards)

Administration

11. participating in administrative and organisational tasks related to such duties as are described above, including timetabling according to student availability, maintaining weekly registers and booking of rooms for teaching.
12. Any other duties as directed by the Principal or Head of Music.

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