



WINDERMERE SCHOOL

FOUNDED 1863

CANDIDATE INFORMATION

Head of Music



ABOUT WINDERMERE SCHOOL

Windermere School is nestled on a hillside within 45 acres of the National Park landscape that has been the inspiration for world-famous artists, poets, and authors, a sanctuary and the antidote to congested city life, a fascination to scientists, a home for adventurers as well as part of the masterpiece of human creative genius that affords us World Heritage status. It is a daily inspiration to every one of us fortunate enough to call it our school.

If you are looking for somewhere which is determined, friendly, adventurous and hard working; which has a strong sense of community and a clear drive; which seeks an ambitious future through its actions today; and most importantly a place with the pupils at its heart, then you may just be looking in the right place.

But that is only the start of the experience, our progressive boarding approach and dynamic curriculum rooted firmly in the shared values of the International Baccalaureate and Round Square combine for a unique and powerful offer.

This is a confident, kind, compassionate place to live and work. It is a busy, thriving community, with an excellent, committed and skilled staff, both teaching and support.

“Windermere School is unique. Set amidst the stunningly beautiful mountains and lakes of Cumbria, it delivers an exciting and forward-thinking curriculum, shaping the hearts and minds of the next generation. We aim to educate children to be capable and thoughtful, resourceful, courageous and caring. This is a school where young people can enjoy their schooldays and parents can be confident that their children are following the very best pathways to university and to adult life.”

- Frank Thompson, Head of Windermere School

LOCATION

Air

Windermere is just a 90 minute drive from Manchester and Liverpool international airports. Transfers to/from these airports are included on the designated course arrival and departure dates. Transfers to/from other airports can be arranged at an additional cost.

Rail

The school is a five minute taxi ride from Windermere railway station. High speed rail services connect London Euston to Oxenholme (Lake District) in under 3 hours. From Oxenholme (Lake District) there are connections to Windermere station which take approximately 20 minutes. A transfer service can be arranged from Windermere or Oxenholme (Lake District) railway stations with prior arrangement.

Road

The school is easily accessible by road. From the M6, leave the motorway at Junction 36 and join the A590 towards Kendal which becomes the A591 just before Kendal. Continue on to the A591 into Windermere. Turn right at the mini roundabout on to the A592 towards Penrith and Windermere School (Senior Campus) is located about a mile along this road on the right-hand side. The town of Windermere is approximately a mile from the School's Senior campus.



THE BENEFITS OF WORKING AT WINDERMERE



Windermere School offers a generous employer pension contribution



Free and delicious three course lunch daily



Up to 70% for full time permanent teaching staff



24-hour independent helpline for staff



Free onsite parking provided for staff across all campuses



Access to free online TES training courses



Staff discount at local gym and pool



A work laptop provided for all teaching staff



Tea, coffee and snacks provided in the staff room

SUMMARY OF THE ROLE

Job Title

Head of Music

Accountable To

The member of staff is ultimately responsible to the Head for the performance of their duties, through the Head of English and the Arts Faculty and the Deputy Head.

Position Type

Part Time (0.6—0.8) or Full Time (residential role or offer second subject)

Job Overview

As a Head of the Music Department the post holder has responsibility for the overall effectiveness of the Music team and the provision of a high quality Music programme for all students. They have a key role in acting as a role model, setting high expectations and making the best use of resources to secure excellent outcomes in Music, both within and outside of lessons. They will act as an ambassador in promoting and celebrating the work and achievements of students within the Music department.



JOB DESCRIPTION

GENERAL RESPONSIBILITIES

- To be passionate about Music and convey that enthusiasm to the students.
- To ensure that the Music department is a well-resourced, well-maintained and positive working environment.
- To liaise with other departments over suitable cross-curricular links.
- To attend meetings with parents as required.
- To have a teaching contact time of 60%-80% FTE
- To attend official school functions as appropriate.
- To act as a Tutor.
- To share in the responsibility of maintaining discipline and high standards of courtesy and appearance among the pupils, while promoting and safeguarding their welfare, safety and happiness.
- To attend INSET and staff meetings, and lead sessions as required.
- To work as an effective member of the English and the Arts Faculty team.
- To liaise effectively with the Junior School.

DETAILED ADMINISTRATION

- To attend and contribute to meetings in the English and the Arts Faculty.
- To assist with the creation of the activity programme so that Music is represented in a balanced manner on a daily basis and to ensure that the Music corridor is open to students as required.
- To ensure Music Schemes of Work are produced for all classes and are kept up to date.
- To oversee the setting and marking of Music assessments for internal examinations or termly assessment points.
- To assist with the scholarship assessment for both internal and external applicants.
- To monitor Health and Safety issues for the staff and students in the Music department, reporting to your Head of Faculty when any problems or concerns arise.
- To ensure that appropriate risk assessments are in place for all Music activities such as lessons, trips/visits, concerts, etc.
- To promote the achievements of the Music department, both within and without the School.
- To assist the Head of English and the Arts with the production of the annual Faculty audit.
- To assist with the production of the annual English and the Arts Faculty report on external Music examination results for the Deputy Head.
- To liaise with the Head of English and the Arts and the Bursar over budgetary matters and to record all expenditure.
- To organise and run all aspects of Music events, including event risk assessments and trip paperwork, staffing, timings, transport and the keeping of records.
- To co-lead the annual School Production with the Head of Drama in an efficient and effective manner.
- To create a vibrant and published extra-curricular programme.

STAFF

- To encourage high standards of teaching and learning within the Music department.
- To participate in the annual professional development process.
- To monitor the production of subject reports within the Music department, especially the Visiting Music Teachers reports, and to ensure that these reports are individualised, focused on targets for improvement and of a high quality.
- To maintain and update annual the VMT handbook.
- To create and staff a programme of Music events throughout the year, including concerts in the corridor, pop-up concerts in the grounds / local area, a termly concert and the Carol Service.

STUDENTS

- To monitor the work and achievements of students within the Music department, including the tracking of student progress via on-going assessment. Within this there should be a clear system to identify AGT, SEND and EAL students, with strategies to manage individual students in place.
- To review the Learning Support register regularly and make sure the needs of the students are met within the Music department.
- To ensure that the Music scholars are stretched and that appropriate programmes of study for the gifted and talented students within Music are in place and being used.
- To operate within the School's behaviour management policy and to record all instances where behaviour does not meet the desired standard.
- To produce predicted grades, entry lists and other administrative items required for students entering public examinations.
- To provide appropriate support to all students who choose to use the department as a research area for their Extended Essay.
- To ensure that literacy, numeracy and ICT are addressed through the teaching of Music.

SAFEGUARDING RESPONSIBILITIES

The post-holder's responsibility for promoting and safeguarding the welfare of children and young people for whom s/he is responsible, or with whom s/he comes into contact, will be to adhere to and ensure compliance with the School's Safeguarding Policy Statement at all times. If in the course of carrying out the duties of the post the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the School s/he must report any concerns to the School's Designated Safeguarding Lead.

Windermere School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

The School operates a No Smoking and Vaping policy within its buildings and grounds.



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