



Kimbolton School

CAMBRIDGESHIRE



APPLICATION PACK

Teacher of Music

Required from September 2023

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Welcome

Kimbolton School is committed to recruiting, developing and retaining high calibre teaching and non-teaching staff for our outstanding [HMC school](#). All our staff, regardless of role, play an important part in the provision of our first-class education.

Teaching Staff

We employ teachers who are conscientious, imaginative and committed to educating the whole person. Our continuous professional development scheme provides all academic staff with an opportunity to reflect on their practice and continue to develop their teaching and pastoral skills to the benefit of all pupils. We expect teachers to be fully involved in the extra-curricular life of our school too, encouraging pupils in their wider development through music, sport, drama, art, CCF, clubs, societies and trips. Sometimes these are out-of-hours, at weekends or during school holidays.

Non-teaching Staff

Our non-teaching staff fill a wide variety of roles, both part- and full-time and some of them term-time only. They are very much part of our wider team and contribute to, and benefit from, the happy and positive feel of our school.

The School recognises that an important element in safeguarding our pupils is a robust recruitment process that incorporates measures to deter, reject, or identify people who might abuse children, or who are otherwise unsuited to work with them. In addition, recent government guidance, "Safeguarding Children – Keeping Children Safe in Education Sept 2022, specifically Part 3", as well as specific guidance from the National Minimum Standards for Boarding Schools, help to form the basis of school policy. For further information about Kimbolton School's commitment to Safer Recruitment, please visit our Policies page to read our Safe Recruitment Policy at www.kimbolton.cambs.sch.uk/policies.

You will find in this Application Pack further details about this exciting opportunity to join our friendly and enthusiastic staff team. Please refer to the Method of Application for details on how to apply. We look forward to hearing from you.



Job Description

Teacher of Music

Required from September 2023

The School

Kimbolton School is fully co-educational (4-18), with both day and boarding pupils, and has a delightful setting in the grounds of Kimbolton Castle. The School combines tradition and innovation in its educational and academic ethos. Kimbolton has high academic standards in terms of GCSE, A Level and university entrance down to the motivation and commitment of pupils and teachers alike. There is a forward-looking and highly supportive working environment. We are a Digital School with iPads for all pupils with ongoing investment in technology, staff professional development, and a close focus on teaching methodologies and pupil learning. Teaching at Kimbolton offers many opportunities from the academic, supra curricular to a vast range of extra-curricular activities. The Common Room enjoys a reputation for its friendly and happy working atmosphere. The Preparatory School is housed to the west of the village on the original Grammar School site.

Further information about the School can be found on the School website at www.kimbolton.cambs.sch.uk.

Commitment to Safeguarding

Kimbolton School is dedicated to safeguarding and promoting the welfare of its boarding and day pupils, regardless of age, ability, race, culture, religion, sexuality or class. Safeguarding is integrated into the School ethos. It is the duty of all members of staff including full-time, part-time and volunteers, both teaching and support, to play an active role in ensuring the safety and promoting the welfare of the children in the School's care. Safeguarding is everyone's responsibility.

The Role

This is a new role as Music continues to grow across both the Senior and Preparatory Schools and, as such, we seek to appoint a talented, energetic and enthusiastic Music Teacher who can contribute to the musical life of the School from Reception age through to the Sixth Form. The successful candidate would be expected to teach lessons in both Schools and share in the responsibility for developing the curriculum at all levels. He or she would be a keyboard player of high calibre (an ability to play the

organ would be desirable, although not essential) and able to play a full and active role not only in the Music Department, but in the general life of a thriving and successful independent school.

The post is open to ECTs and experienced teachers alike and would certainly suit someone seeking to gain experience in all aspects of the operation of a busy Music Department.

The candidate would be expected to hold a degree in Music and, in addition to the role of classroom teacher, would be required to undertake and/or assist in the following duties within the department:

- Director for at least one ensemble (dependant on instrumental specialism);
- Teaching of a number of individual instrumental lessons within the school timetable;
- Accompaniment of pupils in rehearsals, examinations and recitals;
- Teaching of music theory;
- Aural training.

The successful candidate will work closely with and be responsible to the Director of Music.

Music plays an extremely important part in the life of the school, with a strong emphasis placed on providing opportunities for all ages and abilities. Music-making at Kimbolton School is widely recognised as being of a very high standard. The facilities at the Senior School are generously situated within the Mews building and include two classrooms, a music technology suite equipped with 12 networked iMacs, a recording studio, a percussion suite, eight good-sized instrumental teaching rooms and a large rehearsal room suitable for choral/orchestral rehearsals. At the Prep School there is a large Music room for teaching classes and rehearsing ensembles, along with four designated instrumental teaching rooms.

Major concerts and dramatic productions take place throughout the year in both the large school halls. The Saloon in the Castle, with its rich acoustic, is a glorious yet more intimate venue for smaller scale concerts and recitals. All three venues house fine Yamaha grand pianos. St Andrew's Church in the village is also used occasionally for musical performances and major services, while the Senior School Chapel (located within the Castle) is used for morning prayers, fortnightly services for boarders and occasional Sunday evening services for the Senior Houses.

A wide variety of formal and informal concerts take place throughout the year with regular performances given by the many and varied ensembles that rehearse each week within the department. These currently include in the Senior School:

- School Choir, Junior Choir and Chamber Choir
- Symphony Orchestra
- String Orchestra
- Big Band
- Concert Band
- CCF Band
- Saxophone, Clarinet and Flute Ensembles
- Several Rock Bands

and in the Prep School:

- Senior, Junior and Chamber Choirs
- Senior and Junior Orchestras
- String Ensemble
- Guitar Group

- Rock Band
- Jazz Band
- Percussion Group
- Sax, Clarinet and Flute Ensembles
- Recorder Ninjas

The various House Music Competitions are also very popular events within the calendar, as is the annual concert given by the Kimbolton Singers, which joins pupils, parents, staff and members of the local community in a performance of a large-scale choral work. The Music Department also regularly collaborates with the Drama Department in productions of stage musicals, which have included in recent years *Sweeney Todd*, *Les Miserables*, *Into the Woods* and *Jesus Christ Superstar*.

There is a competitive salary scale and the successful applicant would be placed at the appropriate point on this scale, with reference to their experience and qualifications.

Accommodation may be available for the successful candidate, should it be required.

Duties and Responsibilities

The main responsibility of a Subject Teacher is to encourage pupils to learn by making the subject both interesting and accessible. The Subject Teacher is responsible to the Head of Department for playing their part in the work of the Department and for the efficient teaching of groups assigned to them.

Particular responsibilities include:

1. Planning and teaching lessons in keeping with the Departmental Aims and Objectives, Schemes of Work, External Specifications and Reporting and Assessment Policies, as provided by the Head of Department.
2. Giving due consideration to the needs of individual pupils from the Most Able to those with Special Educational Needs and thus ensuring that all pupils are working at an appropriate level and pace.
3. Setting homework in accordance with the School/Departmental policies and ensuring that it is completed and marked in a timely manner.
4. Monitoring pupils' progress by regular marking and testing, keeping a record of marks and assessment.
5. Being acquainted with the School's approach towards IT and ensuring the effective use of it in the classroom.
6. Contributing to Departmental-related enrichment activities.
7. Providing Parents, House Tutors, Hms (Housemasters/Housemistresses) and Senior Managers with full information regarding the progress of pupils, as required.
8. Promoting sound standards of punctuality, discipline and work within teaching groups, taking appropriate action where necessary.
9. Engaging in personal professional development by attending relevant courses and meetings as agreed with the Head of Department and Senior Deputy Head.
10. Sharing with Departmental colleagues the administrative tasks necessary to ensure the effective running of the Department.
11. Demonstrating a knowledge of relevant legislation and guidance in relation to working with, and the protection of, young people.
12. Displaying commitment to the protection and safeguarding of children and young people.
13. Taking on pastoral responsibilities as a Tutor.

No list of responsibilities can really encompass all that is asked of the Subject Teacher; at the heart of their task is an active enthusiasm for the subject, along with energy and commitment – a commitment to helping Kimbolton pupils achieve success at all levels.

All members of staff are expected to play a full role in the life of the School outside the classroom.

Person Profile

| | ESSENTIAL | DESIRABLE |
|-----------------------|---|---|
| QUALIFICATIONS | <ul style="list-style-type: none"> ○ A good University degree in Music (or majority Music degree). ○ Qualified Teacher status (including completion of PGCE, SCITT or another teacher training route). | <ul style="list-style-type: none"> ○ Evidence of further relevant professional development in teaching, learning and management. |
| TRAINING | <ul style="list-style-type: none"> ○ Willingness to embrace new ideas and methodology. ○ Commitment to personal/professional development. | <ul style="list-style-type: none"> ○ Evidence of ongoing professional development. |
| EXPERIENCE | <ul style="list-style-type: none"> ○ Teaching KS3 students. ○ Up to date digital and ICT skills. ○ Strong keyboard skills. ○ Directing music ensembles. | <ul style="list-style-type: none"> ○ Experience post-16 teaching. ○ Teaching KS1 and KS2 pupils. ○ Ability to play the organ. |
| KNOWLEDGE | <ul style="list-style-type: none"> ○ Secure knowledge and understanding of the concepts and skills in specialist subject. ○ Clear understanding of the curriculum and its assessment. ○ Ability to employ a range of effective teaching, learning styles and assessment methods. | <ul style="list-style-type: none"> ○ Track record as an excellent classroom teacher with a passion for the subject. ○ Ability to access and use classroom relevant research and inspection evidence to improve teaching and learning. |

| | ESSENTIAL | DESIRABLE |
|--------------------------------|---|--|
| TEACHING AND LEARNING | <ul style="list-style-type: none"> ○ Excellent classroom practitioner, with excellent subject knowledge and strong practical skills. ○ Ability to raise achievement for all ○ Committed to ensuring excellent standards of behaviour at all times ○ Enthusiastic and passionate for teaching and developing young people to reach their full potential. ○ Motivated, with high expectations to support pupils of all abilities and needs. | <ul style="list-style-type: none"> ○ Proven exam teaching experience and results record (if appropriate). |
| SKILLS & ATTRIBUTES | <ul style="list-style-type: none"> ○ Create a stimulating and safe classroom environment. ○ Ability to establish good working relationships and effective teamwork. ○ Plan and deliver high quality learning. ○ Good communication skills to work effectively as part of a team including staff, students and parents. ○ Innovative approaches to curriculum delivery which motivate and inspire. ○ An engaging and optimistic approach, demonstrating strong organisational skills. ○ Evidence of initiative in improving performance. | <ul style="list-style-type: none"> ○ Ability to generate ideas and drive initiatives. ○ Writing Schemes of work. ○ Ability to use and manage data in performance analysis and target setting. ○ Contribution to the department development plan. |
| PERSONAL QUALITIES | <ul style="list-style-type: none"> ○ Enthusiasm about subject and for working with young people. ○ Strong communication skills. ○ Sound judgement and decision making. ○ Organised, punctual, and efficient in organising their workload and managing their time effectively. ○ A willingness to play a full part in the extra-curricular life of the School. ○ A sense of humour and balanced perspective on life. ○ High expectations of students and colleagues. ○ A passion for teaching. ○ Open mindedness. ○ A forward thinking approach. | <ul style="list-style-type: none"> ○ Potential for further promotion. ○ Willingness to take on other roles and responsibilities within the department or school as required. |

| | ESSENTIAL | DESIRABLE |
|---------------------------|--|-----------|
| PERSONAL QUALITIES | <ul style="list-style-type: none"> ○ Flexible and proactive. ○ Excellent interpersonal skills. ○ Ability to welcome and respond positively to constructive criticism. ○ Ability to be reflective and self-critical. ○ Ability to remain calm under pressure. ○ A commitment to Safeguarding and protection. ○ Willingness to participate in the extra-curricular activities of the department and School in general. ○ Commitment to the use and development of technology in teaching. ○ Supportive team member, with stamina, a good sense of humour and perspective on life. | |

Method of Application

Please email a letter of application, together with the completed Application Form to:

The Headmaster, Kimbolton School, Kimbolton, Huntingdon, Cambridgeshire PE28 0EA at headmaster@kimbolton.cambs.sch.uk.

The closing date for applications is: 0900 on Thursday 23rd March 2023

Interview date: Thursday 30th March 2023

Please note that Interviews may be held before the closing date.

Kimbolton School is committed to the highest standards of safeguarding and implements a rigorous and robust recruitment process that gathers and evaluates child protection relevant evidence about candidates prior to interview. All appointments are subject to satisfactory completion of an enhanced DBS check and proof of right to work in the UK. All applicants are requested to read the [Safeguarding Policy document](#). Please note that Kimbolton School does not have a sponsored Licence to recruit non-UK workers and therefore all candidates are expected to be able to work in the UK.

Notes

The post holder is required to operate within school policies and procedures, including Health and Safety.

Kimbolton School is an equal opportunities employer.

Kimbolton School operates a No Smoking policy on the Estate.

Under the Guidelines Safeguarding Children: Safer Recruitment and Selection in Education Settings June 2005, Kimbolton School reserves the right to request age related information from the candidate.

Kimbolton School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post. It is an offence for any organisation to offer employment that involves regular contact with young people under the age of 18 to anyone who has been convicted of certain specified offences, or included on lists of people considered unsuitable for such work held by the Department of Education. It is also an offence for people convicted of such offences to apply for work with young people. The successful candidate is subject to satisfactory completion of an Enhanced Disclosure from the Disclosure and Barring Service before the appointment is confirmed. This check will include details of cautions, reprimands or final warnings as well as convictions. Further information about the Disclosure scheme can be found at www.gov.uk/government/organisations/disclosure-and-barring-service. All employees will be expected to abide by the School's Safeguarding Code of Conduct and will attend Safeguarding training.

A copy of the School's Safeguarding Policy can be found on the website www.kimbolton.cambs.sch.uk/policies.