



Duncombe School

An Independent Preparatory
School and Nursery

Self Employed Peripatetic Music Teacher (Drums)

Dates: Apply by Friday 27th April 2018. Interviews on Wednesday 9th May 2018. Job start September 2018.

Salary: In the region of £30.00 per hour dependent on qualifications, skills and experience, this includes an element of holiday pay. The current requirement is for approximately 4 hours tuition (8.30am to 12.30pm), This commitment is currently a Wednesday, although the exact requirement may vary from term to term and there may be some flexibility for the right candidate.

Monthly invoices for services provided must be presented to the school within 2 working days of the end of each month.

Location: Hertford

Contract type: Part-time, term time only with no term time leave allowed.

Contract term: Self employed responsible for own Tax and National Insurance matters



HISTORY OF THE SCHOOL AND GENERAL INFORMATION

Duncombe School was founded in 1939 by local teacher Lily Taylor, who opened with just eight pupils.

The school quickly outgrew its premises in Pegs Lane, Hertford, and moved to a larger building in Westfield Road, Bengoe. In 1951, we moved to our present Palladian-style mansion and extensive grounds in Bengoe, just outside Hertford.

In 1973, the then-owners decided to close the school and sell the valuable site to property developers. The decision enraged parents – among them Sir Peter Davis. Led by Reg Davies, who became Chairman of Governors, they raised the large sum needed to buy the site and ran the school themselves.

The trustees relinquished control in 2006 and sold the school to the leading schools group Cognita.

The school is structured into three phases, Early Years Foundation Stage (EYFS) for children from age 2 to 5, Lower School for pupils from 5 to 8 and Upper School for pupils from 8 to 11 years.

Facilities include a purpose-built Music Studio, Art Loft, Science Room, Covered Astro Pitch, Accredited Forest School, School Garden and the separate accommodate of “Treetops” for all children in EYFS.

The school aims to develop well-rounded individuals with keen minds, personal skills, social understanding and personal confidence through a wide variety of curricular and extra-curricular activities. The school aspires to deliver an enriched curriculum with a stable, caring Christian community in which pupils are enabled to reach their potential.

We provide a vibrant and happy environment where pupils feel secure and safe, but are willing to be challenged and stretched. We are a school that is prepared to engage and take a lead in the debate about curriculum development, green agenda and current issues.

Our expectation and ambition for our pupils and their families continues to grow.

ABOUT COGNITA

The Cognita journey began in 2004 with a single school, Quinton House, in the United Kingdom and a clear vision for what defines teaching excellence.

The British education system, with its worldwide reputation for quality and rigour, has provided the firm foundation for growth internationally. Cognita’s first expansions outside the UK took place in 2007, with the addition of schools in Spain and Singapore, and since then we have welcomed schools in Hong Kong, Thailand, Vietnam, Brazil and Chile.

Today Cognita are a growing family of 68 schools in eight countries, with more than 30,000 students worldwide.

For more information, please visit www.cognita.com.

Introduction

A peripatetic music teacher is required to teach individual pupils drums at Duncombe School. The successful applicant will be an experienced music teacher with the ability to teach up to Grade 6. You will work closely with the Head of Music. You will need to work flexibly around other peripatetic staff and the school timetable.

Job Purpose

- To teach musical instruments as required by the Head of Music in group and individual settings.
- To support/direct ensembles as directed by the Head of Music.
- To encourage pupils to gain musical knowledge and skills through learning in lessons and through the experience of group music making.
- To foster the self-discipline and social skills necessary for music making
- To enrich the education of each pupil through the provision of appropriate musical experiences and to provide skills that will serve the student for future music making, be it for leisure or professional purposes.
- To inspire a lifelong love and enjoyment of classical and other musical genres.

Main Duties and Responsibilities

- To fulfil all directed commitments as required by the Head of Music.
- To assess, in co-operation with the Head of Music, potential pupils' suitability for a particular instrument(s).
- To teach pupils in groups and individually as appropriate to the policies of Duncombe School.
- To plan and keep accurate records of lessons, pupil progress and achievement, keep accurate attendance registers and other such records as required by Duncombe School. To write pupil reports and to attend parents' evenings as required.
- To have and continue to update a thorough knowledge of teaching methods and repertoire and to be able to advise pupils and the school about suitable repertoire and teaching material.
- Within a holistic music education approach, teach and encourage good technique, posture and stylistic awareness on given instrument(s).
- To advise and encourage pupils to take advantage of appropriate musical activities such as choirs, ensembles, competitions and other musical opportunities.
- To prepare pupils, when and where appropriate, for the requirements of The Associated Boards of the Royal Schools of Music examinations, and other music boards as deemed suitable (ensuring that all aspects of the examination requirements are well prepared and organised).
- To be aware of the individual needs' of pupils by liaising with the Head of Music, Form Teachers and parents, as appropriate.
- To prepare pupils for performances at recitals, concerts, church services, competitions as required.
- To take part in performances with pupils and other instrumental staff at recitals, concerts and church services as required.
- To advise parents and pupils on the appropriate choice and purchase of instruments, music and accessories
- To attend meetings as directed by the Head of Music.
- To perform other such duties related to the job purposes as may be required from time-to-time.
- To practice and uphold the policies and requirements of Duncombe School.
- This post requires teachers to be self-reliant and to be committed to equality principles and practices.

Recruitment Process

Please note that all applicants are required to complete the Cognita Application Form which can be downloaded from the following website:

www.duncombe-school.co.uk

CV's may be submitted in support of the application Form but CV's on their own are not acceptable.

Applications by post and email are permitted. Please send your application, **before the deadline of 9.00am on Friday 27th April 2018** to:

Mrs Emma Webb
PA to the Headmaster
Duncombe School
4 Warren Park Road
Bengeo
Hertford
SG14 3JA
Email: emma.webb@duncombe-school.co.uk

Interview date: Wednesday 9th May 2018

Welfare of Children

Duncombe School is committed to safeguarding and promoting the welfare of children and applications must be willing to undergo child protection screening appropriate to the job, including checks with past employers, and an Enhanced Disclosure via the Disclosure & Barring Service.

The job holder's responsibility for promoting and safeguarding the welfare of children and young person's for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the relevant Cognita Safeguarding; Child Protection Policy and Procedures at all times. If in the course of carrying out the duties of the role, the job holder identifies any instance that a child is suffering or likely to suffer significant harm either at school or at home, s/he must report any concerns to the School's Child Protection Officer/Designated Safeguarding Lead or to the Head or indeed to the Regional CEO so that a referral can be made accordingly to the relevant third party services.