

Our Schools

Emmanuel and Christ Church are small, friendly one-form-entry primary schools closely located in West Hampstead and Hampstead. We have well-behaved and engaged children who are eager to learn, a friendly and supportive staff, leadership teams and parents who are keen to get involved and who are deeply committed to our schools. Both Emmanuel and Christ Church are immensely proud of the broad curriculum and the specialist teaching in areas such as Music and PE.

Music at Emmanuel and Christ Church

Music is very important and is embedded in our aims, vision and values. We have a full, well supported programme of music related activity across the life of both schools and the Music Teacher will be encouraged to devise new initiatives and present ideas for developing our provision.

Class Music Lessons

Our Music Teacher will teach across EYFS, Key Stage 1 and 2 with at least one weekly Music lesson following the national curriculum and school curriculum guidance in each class. Our pupils have a high standard of music knowledge; they enjoy singing, composing, playing instruments, learning about and discussing music and performing to their peers, the school and a wider audience. They have enjoyed many years of high quality specialist Music teaching. Our Music Teacher will need to follow school policies and class routines for behaviour management and be able to engage and enthuse classes of all ages and children of all abilities, including those with individual needs such as SEN or EAL.

Assemblies, collective worship and events

Our Music Teacher will support class teachers with the preparation of songs linked to the rest of the curriculum and for class assemblies. The Music Teacher will also prepare a range of events in both schools. For example, at Emmanuel the Music Teacher leads the annual Parent/Child singing event called 'The Big Sing' where parents and pupils learn songs together for the afternoon and perform for the school. At Christ Church the Music Teacher will plan, rehearse and lead the annual Performing Arts assemblies for each class and take a full part in our Christ Church Arts Project.

Both schools hold music assemblies where children who learn an instrument have the opportunity to perform in front of the school and families. The Music Teacher plays a key role in organising and leading this assembly.

At Emmanuel the children attend a weekly church service at Emmanuel Church which the Music Teacher will play piano and co-ordinate hymns with the vicar. There are also other events during the year in which the Music Teacher will take a lead role such as Christingle and the Harvest Festival. At Christ Church the Music Teacher will lead our school choir and will attend three Sunday Church Services each term to direct the school choir, preparing suitable repertoire for the choir to sing in consultation with the vicar.

Whole School Singing

In both schools the Music Teacher will lead the weekly whole school singing assembly, rehearsing hymns and songs to be sung in assemblies, church services and other events. The Music Teacher therefore needs to be able to lead group singing from the piano. We sing from a broad and varied repertoire, and an important aspect of the Music Teacher's role is to suggest and source new material to be performed.

Choir

Emmanuel and Christ Church both have a successful Key Stage 2 choir with approximately 40 members. The choirs sing to a high standard, both accompanied and unaccompanied, often in two or three part harmony. The choirs sing at school events, including services and concerts, as well as at borough-wide events such as the Camden Music Festival at the Royal Albert Hall and annual choir cluster festivals with other local schools.

Peripatetic Music Teaching at Emmanuel

Emmanuel has a vast number of pupils who play individual instruments through our partnership with Camden Music Service. The Music Teacher will lead the co-ordination of this and plan timetables and be a point of contact for parents.

Christ Church Arts Project

Christ Church Arts Project is a very important and special part of the school. We run one whole school project focusing on a particular area of the arts in the Autumn term each year and another in the Spring term. Everyone is involved and we end the project with a sharing event for parents and the wider school community such as a concert, performance or exhibition. We focus on a different area of the arts each time and recent projects have included English folk dancing, whole school musical productions, painting inspired by artists from around the world, singing Beatles songs and creating jewellery. When our projects involve music, our music teacher will be expected to play a key role in planning, organising and rehearsing. In one of our recent projects our Music Teacher worked with classes to compose songs about our school to celebrate our 160th anniversary, then rehearsed these songs and other of the school's favourite songs for a performance to parents and friends. The whole school sang in four part harmony and the final concert comprised nine songs.

MUSIC TEACHER PERSON SPECIFICATION

Selection decisions will be based on the criteria outlined below. At each stage of the process an assessment will be made by the appointment panel to determine the extent to which the criteria have been met. When completing your application paperwork you should ensure that you address each of the selection criteria and provide supporting evidence of how you meet the criteria through reference to your work or other relevant experience.

Essential	Desirable
Relevant experience	
Proven, successful experience of teaching music across the primary age range	Proven, successful experience of classroom teaching across the primary age range.
Proven, successful experience of leading a children's choir to a high performance standard	Proven, successful experience of leading a children's choir to a high performance standard including for participation in Church services
Proven, successful experience of rehearsing classes/groups to a high performance standard in singing	Proven, successful experience of rehearsing classes/ groups to a high performance standard in singing, dance and movement
Involvement in whole school/large group projects leading to successful performances (e.g. concerts, productions)	Leadership of whole school/ large group projects leading to successful performances (e.g. concerts, productions)
Skills and personal attributes	
Outstanding and inspirational musician	
Ability to show key skills needed for successful team work in our busy school: flexibility, excellent organisation and preparation, good humour, support for others, professionalism, high standard of communication	
Knowledge of a wide range of musical and singing material for children, suitable for use in school and church	Experience of devising music programme for church services
Ability to lead group singing from the piano with confidence.	Ability to play other musical instruments eg brass Ability to teach instruments to class groups
Ability to demonstrate dynamic and inspirational classroom teaching	Experience of classroom teaching across the primary age
Excellent behaviour management skills across the primary age range	

The successful applicant will be required to undergo a full DBS check and other pre-employment checks.

JOB DESCRIPTION FOR SPECIALIST SUBJECT TEACHER

GENERAL RESPONSIBILITIES FOR A MEMBER OF TEACHING STAFF

The teacher is an employee of the Governing Body and is required to carry out his/her duties in accordance with the terms and conditions of the current School Teachers' Pay and Conditions Document and the Teachers' Standards.

The teacher will work within the framework of national legislation and school, Local Authority and LDBS policies and guidelines. These include complying with Health and Safety, Equalities and Safeguarding policies.

1. Liaison and cooperation

The teacher will work in positive and courteous liaison, contact and cooperation with

- other members of the staff team
- members of Local Authority or LDBS support team
- organisations and networks relevant to primary school teaching and learning
- parents, governors and the local community

2. Behaviour and relationships

- Maintain good order and discipline in the class and show respect for and promote the rights and responsibilities for all in the school community.
- Promote understanding of and follow the school's behaviour policy and guidelines.
- Be proactive in promoting the positive behaviour of all the children in the school, including during playground duties.
- Develop positive relationships with pupils, parents and other members of staff.
- Play a role in the pastoral care of the children, liaising with parents, the head teacher and other members of staff where appropriate.

3. Continuing Professional Development

- Keep up to date with current developments in policy and practice.
- Be proactive in participation in school-based INSET and meetings and externally-provided CPD opportunities.
- Participate in appraisal and monitoring activities, following statutory and school policies.
- Participate in leading training for trainee teachers as part of the school's role as a School Direct lead school

4. Whole school policies and events

- Contribute to the development and review of whole school policies and schemes of work.
- Participate in the organisation and running of whole school events.

5. Review and reflection

- Be able to review and reflect on your own practice, identifying areas of strength and for development.

6. School ethos

- Support the school's ethos and aims as a Church of England School.
- Attend assemblies, collective worship and school church services.

7. Equality policies

- Carry out all tasks with due regard to school and Local Authority equalities policies and regulations, ensuring, for example, that teaching objectives and resources reflect this guidance.

8. Safeguarding

- Ensure that the safety of pupils in the school is of paramount importance
- Follow the school's Safeguarding and Child Protection and related policies at all times, including reporting any concerns about pupil welfare to the Designated Teacher

SPECIFIC RESPONSIBILITIES FOR THE SPECIALIST SUBJECT TAUGHT

1. Planning

- Plan and prepare medium and short term plans and individual lessons appropriate to the needs, interests, experience and existing knowledge of the classes taught, and in line with National Curriculum and school curriculum guidance.

2. Teaching and learning

- Teach the classes following these plans and school policies and guidelines, including setting work to be completed as homework, where appropriate.
- Teach engaging and appropriate lessons which enable all children to make good progress (including the organisation of trips, events, visitors, assemblies and workshops, where appropriate).

3. Marking, assessment and reporting on progress

- Mark and assess pupils' work, give pupils constructive feedback and record their development, progress and attainment. Provide opportunities for pupils to respond to feedback given in order to make further progress.
- Report on children's progress to parents, other members of staff and, where relevant, outside agencies, including making contributions to annual written reports.

4. Learning environment, resources and health and safety

- Contribute to the maintenance of an attractive, stimulating and safe learning environment in the school, including contributing to displays, where appropriate.
- Organise and maintain resources for the subject area taught and, in liaison with the head teacher, order new resources when appropriate.
- Have high regard to all relevant risk assessments and other guidance to ensure health and safety is given the highest priority.

This job description will be reviewed regularly to take into account changes in legislation, school policies and the abilities and wishes of the post holder.

SAFEGUARDING AND CHILD PROTECTION PROCEDURES

SUMMARY FOR PROSPECTIVE STAFF MEMBERS

The safety and security of all children in our school is of paramount importance to all members of the Emmanuel and Christ Church School communities.

This information sheet provides a summary of our safeguarding and child protection procedures for prospective staff members at the recruitment stage. Please ask for copies of our full policy documents for more details or refer to them on our school website.

Recruitment and vetting

- At least two references will be sought for all prospective staff members at interview stage (including one from the most recent employer if available).
- All staff members will be required to undergo an enhanced DBS check (Disclosure and Barring Service) check, which will be repeated periodically.
- Knowledge and understanding of all staff members' roles in safeguarding children will be explored at interview.

Child protection and safeguarding policies

- All staff members must adhere to our child protection and safeguarding policy (written in line with current national guidance and legislation), having regard to their responsibilities for reporting any concerns to the designated child protection teacher.
- All staff members are expected to undergo child protection training and to repeat this training periodically.

Physical contact with children

- The school has a policy on physical contact with children (written in line with current national guidance and legislation) which all staff members must follow.

Safe learning environment

- All staff members must adhere to other related policies and guidance (e.g. health and safety policy, risk assessments, e-safety policy and security information in staff handbook) in order to maintain a safe learning and working environment for all.