

# HEAD OF MUSIC CANDIDATE PACK



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# WELCOME FROM THE HEADTEACHER

Dear Applicant,

Thank you for taking the time to apply for the Head of Music vacancy.

High Expectations, High Aspirations and High Standards are what we firmly believe in and it is 'Through God, We Care' about each and every individual young person, to ensure that they will succeed. As a school, we are on an exciting journey where we provide colleagues with many opportunities to develop and grow. We are 'The Boteler Family' and in joining our school you will be working with a team of committed, dedicated professionals who live our vision and values in everything they do.

We are looking for a teacher who is passionate about improving the life chances of the young people in our community and who will go above and beyond to ensure that our students get the best possible education. Hope, Compassion and Endurance are the three Christian Values which are at the centre of everything we do. We are looking for someone who will contribute to our high standards and outcomes with these core values as the foundations of policy and practice.

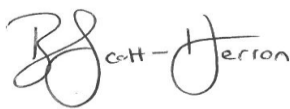
The students will always come first and they are the 'heartbeat' of our school. We pride ourselves on excellent relationships and we foster these to always ensure our students achieve.

Our ideal candidate will be an inspirational teacher who has real impact and is committed to changing lives on a daily basis. They will be fully committed to our ethos, vision and values and be a proactive member of 'The Boteler Family' having a love of learning and that determination to see students flourish.

We were graded 'Good' by Ofsted in 2021. [Click here](#) to read the report.

If you share our commitment to educational excellence and improving the outcomes and life chances for our young people and you want to be an integral part of our success, then I look forward to hearing from you.

Yours faithfully



Beverley Scott-Herron  
Headteacher





# SIR THOMAS BOTELER CHURCH OF ENGLAND HIGH SCHOOL

Sir Thomas Boteler Church of England High School was founded in 1526 and became a Voluntary Aided Church of England High School in 2002. We are part of the Diocese of Liverpool and Chester and have a Christian Ethos founded upon Anglican beliefs and practices.

We are a founder member of The Challenge Academy Trust (TCAT) and converted in June 2017. TCAT is made up of 6 Primary Academies, 7 Secondary Academies and one 6th Form Academy/College.

- Appleton Thorn Primary School
- Beamont Collegiate Academy
- Bridgewater High School
- Broomfields Junior School
- Dallam Community Primary School
- Great Sankey Primary School
- Meadowside Community Primary School
- Padgate Academy
- Penketh High School
- Penketh South Primary School
- Priestley College
- Sir Thomas Boteler Church of England High School
- South Wirral High School
- The Sutton Academy

TCAT continues to go from strength to strength and there are a vast range of opportunities for staff from the separate academies to get involved in CPD and or leadership opportunities and development.

We have many strengths as a school and the most important one for us is the relationship with have within the school community and those with our families. We also are extremely strong in Performance Arts and especially Music. We are recognised nationally for our World Music programme and we are skilled in spotting and nurturing talent. We are a "Good Church School with Outstanding Leadership and Management" (OFSTED 2021 and SIAMS 2017) and our ethos, vision and values are extremely powerful. We lead with a strong moral purpose and the students are at the very centre of all our decision making. Our positive relationships are always visible and we have Highest Expectations, High Aspirations and High Standards in everything we do.

We place our young people at the heart of everything we do, investing in them so they feel confident, encouraged and motivated to excel. Success looks different for every individual, we harness, and we celebrate this at every opportunity

Our ethos underpins every aspect of school life; we seek to provide each student with the opportunity to attain their full potential and provide them with an essential toolkit of skills and qualifications to achieve their goals, fulfill their aspirations and succeed on their chosen pathway.

We are a vibrant school community who want all our young people to succeed at the highest level.

# “THROUGH GOD, WE CARE”

## WE CARE ABOUT THE 4CS

- **CHRIST** we live by our Christian values of Hope Compassion and Endurance
- **CREATION** we encourage everyone to respect and become stewards of God's creation
- **COMMUNITY** we respect all members of the school and wider community and celebrate our differences. We strive to serve the needs of others
- **CHILD** we show that every child is loved by God and valued by all. We strive to meet their social, spiritual, educational and physical needs

As Headteacher I live by these words of scripture “I am the good shepherd, the good shepherd lays down his life for his sheep” John 10:11. There is nothing I will not do for ‘The Boteler Family’ to secure its happiness and success. We have a very strong moral purpose and pride ourselves on our three Christian values of Hope, Compassion and Endurance. We will always stand firm in our beliefs and remain resilient, always being positive and focusing on solutions.







**SIR THOMAS  
BOTELER**  
CHURCH OF ENGLAND HIGH SCHOOL  
THROUGH GOD, WE CARE

PART  
OF  
THE



THE  
CHALLENGE  
ACADEMY  
TRUST

# OUR VISION



TCAT will provide exciting and inclusive opportunities for every single learner entrusted into our care, from early years through to adulthood.

Learners will receive an outstanding modern education, from motivated and talented staff, supported by innovative and collaborative partnerships.

TCAT will provide an environment where every learner is nurtured, challenged and inspired to achieve the very best for themselves and their communities.

[WWW.TCAT.UK.COM](http://WWW.TCAT.UK.COM)

SERVE | CHALLENGE | EMPOWER

# JOB DESCRIPTION

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Post: **HEAD OF MUSIC**

Responsible to: **ASSISTANT HEADTEACHER**

Grade: **M1-UPS3 (£31,650-£49,084)**  
**+ TLR 2B (£5,646)**

**THIS POST IS SUITABLE FOR A MUSIC TEACHER WITH THE POTENTIAL FOR HEAD OF DEPARTMENT, WHO IS WILLING TO BE DEVELOPED INTO THE ROLE. SUPPORT AND TIME WILL BE GIVEN IF THIS IS THE CASE.**

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## GENERAL RESPONSIBILITIES

1. Set high expectations, aspirations and standards in terms of:
    - Teaching and learning
    - Relationships with students, parents, colleagues and members of the community, engaging them all in the learning process
    - Personal standards of conduct, appearance, punctuality and attendance.
    - Compliance with all school policies
  2. Promote the vision and values of Sir Thomas Boteler Church of England High School through the mission statement of 'Through God, We Care' and 'High Expectations. High Aspirations and High Standards – You will succeed'.
  3. Promote the vision of The Challenge Academy Trust (TCAT)
  4. Promote a passion and love of Music through learning and appreciation.
  5. Meet the Teacher Standards.
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## SPECIFIC RESPONSIBILITIES

### Leadership and Management

- Effectively deploy the teachers in the department in liaison with the school's timetable, assigning teaching groups fairly and equitably.
- Ensure that Teaching Assistants, peripatetic teachers and volunteers are deployed effectively to support learning. Where appropriate, manage their performance.
- Evaluate standards and performance in the department to be accountable to the Headteacher, Governors and to inform development planning.

- Produce Department Action Plan (DAP) which ensures the members of the department are clear about the improvement strategy and understand their role in ensuring its success.
- Ensure the Department deploys a range of resources and experiences to enhance children's learning experience.
- Ensure the Department adopts and implements best practice from both in house and external CPD opportunities.
- Efficiently manage the resources and budget allocated to the Department, complying with school systems for ordering and control.
- Ensure the Department has a positive profile throughout and beyond the School and Trust.

## **Teaching and learning**

- Ensure that all teaching is well-planned, in line with the school's Teaching and Learning policy.
- Ensure that all teaching is sufficiently adapted to provide an appropriate level of challenge for all learners.
- Ensure that all students know how their learning is progressing and what they need to do to achieve challenging targets.
- Ensure effective Home Learning takes place.
- Maintain high standards of student behaviour, ensuring all children feel safe.
- Where appropriate, use ICT devices and systems creatively to enhance and extend children's learning experience within and beyond lessons.
- Teach KS3 and KS4 Music.

## **Curriculum**

- Develop and enhance stimulating knowledge-based schemes for learning.
- Learn about primary and tertiary programmes to enhance transition experiences for all learners.
- Ensure that programmes of study effectively deliver cross-curricular themes, such as literacy, numeracy, ICT, spirituality, Christian values, careers education, etc.
- Generate and develop students' enthusiasm and interest in Music by contributing to enrichment opportunities. These should include extra-curricular activities. Other opportunities could be provided through educational visits, visiting experts, virtual or actual partnership activities, etc.

## **Attainment and Progress**

- Ensure that students' work is regularly assessed and marked, in line with the school's Assessment and Feedback policies.
- Set appropriate challenging targets for students.
- Analyse and interpret data at key assessment points to identify students at risk of falling behind, which will inform measurable catch up strategies to aid progress. This data will be reviewed in SLT Line management meetings and disseminated to the Department.
- Prepare all students for appropriate internal or external exams
- In liaison with the school's Exams Officer, organise formal internal exams, in line with the school policy.
- In liaison with the school's Exams Officer, organise externally validated exams for all pupils at the appropriate stage.
- Celebrate success and implement appropriate intervention if targets are not being met.
- Report progress to parents in line with the school's Assessment and Reporting policy.

## **Behaviour and Welfare**

- Maintain high standards of student behaviour throughout the department by ensuring that all staff implement the school's Behaviour Policy consistently, ensuring that rewards and sanctions are implemented appropriately and effectively.
- Monitor student attendance throughout the Department, ensuring good liaison with pastoral and administrative staff, where appropriate.



- Ensure that the Department's accommodation is safe and is maintained to a high standard, providing a welcoming, stimulating learning environment.

## **Other responsibilities**

- Lead extra-curricular music clubs, events and concerts.
- Be responsible for Health and Safety in all teaching spaces, and practice rooms. Ensuring that teaching spaces are safe and maintained to a high standard, providing a welcoming, stimulating learning environment.
- Be a positive ambassador for the school within the wider community.

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## **EVENTS TO ATTEND**

- Progress, Assessment and Curriculum meetings
- Department meetings
- Staff meetings
- Parents' meetings/evenings
- Open Days/Weeks and Open Evening
- TCAT based events
- Other school events and meetings as directed by the Headteacher

**The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document. It may be modified by the Headteacher to include responsibilities commensurate with the salary and job title.**



# PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
<b>TRAINING AND QUALIFICATIONS</b>		
Qualified Teacher status	✓	
Degree	✓	
Trained in teaching of Music	✓	
<b>FAITH STATUS</b>		
Committed to implementing the school's Christian mission statement	✓	
Actively involved in the life and worship of a church, as recognised by churches Together in England		✓
<b>EXPERTISE</b>		
Secure, thorough, up-to-date understanding of National Curriculum requirements in Science	✓	
Ability to teach Music at KS3	✓	
Ability to teach Music at KS4	✓	
Evidence of the ability to inspire young people to participate and excel in Music	✓	
Excellent teaching skills	✓	
<b>LEADERSHIP AND MANAGEMENT EXPERIENCE</b>		
Evidence of impact on students' progress and attainment	✓	
Leading and managing whole-school initiatives		✓
Experience of leading effective strategies with staff to improve teaching and learning and raise attainment		✓
Experience of developing effective relationships with external partners to enhance student outcomes		✓
Experience of developing effective partnerships with other curricular areas to enhance student outcomes		✓
Managing finance, resources and ICT		✓
<b>PERSONAL SKILLS AND ATTRIBUTES</b>		
Excellent attendance	✓	
Excellent punctuality	✓	
Enthusiasm for teaching children	✓	



Empathy for and understanding of children	✓	
Committed to inclusive education	✓	
Willingness to contribute to the wider life of the school	✓	
Excellent communication skills	✓	
Excellent interpersonal skills	✓	
Has integrity	✓	
Is reliable	✓	
Able to reflect on and improve own practice	✓	
Has resilience in all circumstances	✓	
Has a sense of humour	✓	
<b>PROFESSIONAL SKILLS, KNOWLEDGE AND UNDERSTANDING</b>		
Effective teacher	✓	
Ability to analyse and interpret data	✓	
Knowledge of national policies, priorities and statutory frameworks	✓	
Application of ICT to teaching, learning and management	✓	
Managing staff and HR issues		✓
Securing and effectively deploying finance and resources		✓
Committed to inclusive education	✓	
Committed to partnership working	✓	

If the successful candidate is only a Teacher of Music the Leadership and Management section can be adapted whilst in training.

# APPLICATION PROCESS

Please visit our website's vacancy page and complete the teaching Staff Application Form along with the Rehabilitation of Offenders Disclosure Form. Forms should be returned to:

**Miss Jenny Muckley**  
**Headteacher's PA/HR Manager**  
**Sir Thomas Boteler Church of England High School**  
**Grammar School Road**  
**Warrington**  
**Cheshire**  
**WA4 1JL**

**Telephone: 01925 636414**  
**Email: [jmuckley@boteler.org.uk](mailto:jmuckley@boteler.org.uk)**

**[WWW.BOTELER.ORG.UK/VACANCIES](http://WWW.BOTELER.ORG.UK/VACANCIES)**



# SIR THOMAS BOTELER

CHURCH OF ENGLAND HIGH SCHOOL

THROUGH GOD, WE CARE



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