

Teacher of Music

Information for applicants

1. Letter from Head of School
2. Academy Information Booklet
3. Job Description and Personal Specification
4. Application Form

March 2019

Dear Applicant

Post: Teacher of Music

We are looking to appoint an enthusiastic, inspiring classroom teacher to join our Music Department. Music is an innovative and creative area within the academy and students engage with the exciting learning opportunities provided.

The successful candidate will be committed to inclusive education and a well organised teacher with the skills to challenge students of all abilities through their good subject knowledge. The Department values collaborative working and is highly supportive; teamwork, sharing ideas and resources is at the heart of the team's work.

This post would suit an NQT or a more experienced teacher wishing to take on a new challenge.

Ormiston Endeavour Academy is a thriving 11-16 mixed comprehensive on the western side of Ipswich. The successful candidate will be joining a highly valued team of professionals at a very exciting time for the academy. A successful planning application through the DfE's Priority Build Programme will see a new academy building open in September 2020, housing all of the current teaching in a range of classroom and specialist facilities. Innovative work with our feeder primaries continues to develop allowing us to enhance our core purpose to ensure the best opportunities for the young people in our community.

We are firmly committed to learning throughout the academy and this applies to the emphasis we place on staff development. Working within a successful and well established trust provides a wealth of opportunities for professional development and the academy invests time into ensuring staff can develop and provide the highest quality experiences for our students.

High expectations of students and our staff lead to a purposeful, challenging and effective learning throughout the academy. We have a firm commitment to enrichment and providing young people with a broad range of opportunities and we encourage staff to share their interests through structured enrichment activities.

If you feel Ormiston Endeavour Academy, its students and ethos appeal to you we would welcome an application. Please return the completed application form which should include your letter of application. In your letter (no more than 2 sides of A4) you should explain how your skills, experience and values make you an ideal candidate for the post.

Should you wish to find out more please contact my PA, Mrs K. Hawes, to arrange an informal conversation or visit to the academy.

We are fully committed to ensuring all applicants are afforded equal opportunities. Safeguarding and promoting the well being of children is a key strength of our academy and the application, interview and on-going training we undertake ensures that all staff and volunteers within the academy share this commitment.

I very much look forward to hearing from you.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jamie Daniels', with a long horizontal stroke extending to the right.

Jamie Daniels

Head of School

Information about our Academy

Ormiston Endeavour Academy is a mixed comprehensive Academy for students aged 11 to 16 years. We are situated on a shared site with Thomas Wolsey School on the western side of Ipswich.

We are immensely proud to serve a diverse community and our aspirational for the students with whom we work. We benefit from an extensive site and have been fortunate in securing funding through the PSB Programme which will allow us to rebuild our academy almost in entirety. Our new facilities are due to open in September 2020 and we see these as enhancing the work we are already undertaking to raise both academic and personal development across the academy.

Our Ethos and Values

Ormiston Endeavour Academy has a fully inclusive vision that offers great opportunities to learn; to encounter positive life experiences and to excel.

The Academy is becoming a vibrant community where relationships and behaviour are founded on mutual respect, empathy, tolerance of diversity, fairness and justice.

Achievement for all

Ormiston Endeavour Academy values high achievement and promotes success for all its students through a variety of initiatives. Students will be set challenging targets that represent excellent progress from each student's individual starting point.

Every student will be supported and mentored throughout their time at Endeavour to ensure that progress towards these challenging goals is consistent. We value the individual and seek to promote diversity and achievement in all its many forms.

As part of our three-way partnership, we place a high value on parental involvement throughout the five years students will spend at Endeavour, and our reporting and consultation procedures are designed to ensure that parents, students and teachers are able to have frequent dialogues about individual learning. Student achievement is at the heart of all we aim to do.

Learning in the Academy

At Ormiston Endeavour Academy we are committed to providing a personalised curriculum. We will provide teaching that will match the abilities and experience of our students to ensure they have a truly unique learning experience.

Our vision for learning is central to the development of our academy. Over the next few years innovation in this area will be our major developmental priority.

Learning across our academy will:

- Inspire
- Challenge
- Advance knowledge
- Improve aspirations
- Develop independence

Meeting Educational Needs

Every effort is made to ensure that Ormiston Endeavour Academy is accessible to all learners. We work closely with parents and carers, support services and the Local Authority to tailor teaching and learning to the individual needs of all students. Significant importance is attached to the development of a fully inclusive approach in the Academy. We recognize the needs of the individual and seek to ensure challenge is evident for all learners; promoting independence and resilience through structured support which places the emphasis on personal development.

Working as a Team

Our staff are well supported in developing as professionals. Regular opportunities for professional dialogue, coaching and mentoring allow our staff to reflect on their work and challenge themselves to develop. We recognize the importance of evidence based research and risk taking, and encourage colleagues to be innovative and creative in ensuring the highest quality experiences are delivered for our students.

At Ormiston Endeavour Academy we recognise the crucial nature of the relationship between parents, students, teachers and the community. We will work together to ensure the success of all our students, and to ensure that we are as accessible as we can possibly be to students and their families. We recognise the importance of regular communication with parents and carers. This takes the form of letters home, regular celebratory newsletters and a constantly updated website.

Our Trust

We are proud to be part of Ormiston Academies Trust (OAT).

OAT is a not-for-profit multi academy sponsor with a family of academies across England. It believes that every school and community is unique, so does not impose a 'one size fits all' approach to teaching and learning. OAT's mission is to become the Trust that makes the biggest difference, both inside and outside the classroom.

OAT is a values-led organization and challenges us to continually adhere to the spirit of its values:

- Anyone can excel
- Enjoy the challenge
- Share what is best
- Be inclusive

Ormiston Endeavour Academy has been an OAT Academy since January 2012.

Ormiston Endeavour Academy Defoe Road
Ipswich IP1 6SG
Tel: 01473 464545 Fax: 01473 748723
Email; office@oeacademy.co.uk
Web: www.ormistonendeavouracademy.co.uk

Job Description

Name:

Job Title: Teacher of Music

Grade: MPS

Responsible To: Subject Leader

Responsible For: The provision of a full learning experience and support for students.

Liaising With: Principal, Senior Leadership Team, teaching / support staff, LA representatives, external agencies and parents.

Working Time:

- Be available to teach pupils for 190 days of the school year.
- Be available for 5 additional days which will be specified by the Principal.
- Be available to perform duties as specified by the Head of School for 1265 hours in any school year.
- The above points will be pro rata for all part time posts.

General Responsibilities and Duties:

- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate.
 - To monitor and support the overall progress and development of students as a teacher/ Form Tutor
 - To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
 - To contribute to raising standards of student attainment.
 - To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.
 - To undertake any professional duties as reasonably delegated by the Principal.
-

Teaching

- To teach students according to their educational needs, including the setting and marking of work to be carried out by students in school and elsewhere
- To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are require

- To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students
- To ensure that literacy, numeracy, ICT and SMSC are reflected in the learning and teaching experience of students
- To ensure a high quality learning experience for students that meets internal and external quality standards
- To use a variety of delivery methods that will stimulate learning appropriate to student needs and the demands of the relevant syllabus
- To maintain discipline in accordance with Academy's procedures and to encourage good practice with regard to punctuality, behaviour, standards of work and homework
- To undertake assessment of students as requested by external examination bodies, departmental and Academy procedures
- To mark, grade and give written/verbal and diagnostic feedback as required

Operational and Strategic Planning

- To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the Technology subject area
- To contribute to the subject area's improvement plan and its implementation
- To plan and prepare courses and lessons
- To contribute to the whole Academy's planning activities

Curriculum Development

- To assist in the process of curriculum development and change to ensure its continued relevance to the needs of students, examining bodies and the Academy's aims and strategic objectives

Staff Development

- To take part in the Academy's staff development programme by participating in arrangements for further training and professional development
- To continue personal development in relevant areas including subject knowledge and teaching methods
- To engage actively in the Performance Management Review process in accordance with the Academy's Performance Management Policy
- To ensure the effective and efficient deployment of classroom support
- To work as a member of Music department and appropriate pastoral team and to contribute positively to effective working relations within the Academy

Quality Assurance

- To help to implement Academy quality procedures and to adhere to these
- To contribute to the process of monitoring and evaluation of the Music department and appropriate pastoral team in line with agreed Academy procedures including evaluation against quality standards and performance criteria.
- To seek and implement modification and improvement where required
- To review from time to time methods of teaching and programmes of work

Management Information

- To maintain appropriate records and to provide relevant accurate and up-to-date information for Go 4 Schools, registers, etc.
- To complete the relevant documentation to assist in the tracking of students
- To track student progress and use information to inform teaching and learning, including target setting

Communications

- To communicate effectively with the parents of students as appropriate
- Where appropriate, to communicate and co-operate with persons or bodies outside the Academy
- To follow agreed policies for communications in the Academy

Marketing and Liaison

- To take part in marketing and liaison activities such as Open Evenings, Parents' Evenings, student review events and liaison events with partner schools
- To contribute to the development of effective subject links with external agencies

Pastoral System

- To contribute to the preparation of actions plans, report cards etc
- To be a Form Tutor to an assigned group of students
- To promote the general progress and well-being of individual students and of the Form Tutor Group as a whole, in line with Academy Policy
- To liaise with the appropriate House Team to ensure the implementation of the academy's pastoral system
- To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of Academy life

- To evaluate and monitor the progress of students and keep up-to-date student records as may be required
- To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved
- To communicate, as appropriate, with the parents of students and with persons or bodies outside the Academy concerned with the welfare of individual students, after consultation with appropriate staff
- To apply the Behaviour Management Policy and systems so that effective learning can take place

Other Specific Duties

- To play a full part in the life of the Academy community, to support its distinctive aims and ethos and to encourage staff and students to follow this example
- To ensure that the classroom provides a positive learning environment including the use of stimulating displays, in line with the Workforce Agreement
- To take reasonable steps to protect the classroom, its furniture and equipment from damage
- To support the Academy in meeting its legal requirements for worship
- To promote actively the Academy's corporate policies
- To continue personal development as agreed
- To comply with the Academy's Health and Safety Policy and undertake risk assessments as appropriate

Whilst every effort has been made to explain the main duties and responsibilities of the post, the above may not be exhaustive. The principle is one of reasonableness. The duties required of teachers should be similar across all areas of the Academy. Managers will need to ensure that such requirements are comparable regardless of within which areas an individual teacher is working.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

The Academy will endeavour to make any reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date shown, but following consultation with you, may be changed by Management to reflect or anticipate changes in the job which are commensurate with the salary and job title.