



WESTONBIRT  
— SCHOOLS —

# Self Employed Visiting Music Teacher for Singing (Maternity Cover)

Candidate Pack and Scope of Service



## **WESTONBIRT SCHOOL**

Located in the heart of the Cotswolds, Westonbirt School is housed in a magnificent building, formerly the home of the Holford family. It has extensive grounds, including a nine-hole golf course and is set in an area of outstanding natural beauty, situated opposite the world famous Westonbirt Arboretum with whom we have a good relationship.

The Senior School is an independent boarding and day school for pupils aged 11-18. The School also benefits from sharing the grounds with Westonbirt Prep, a growing Prep School and Nursery. The School campus includes a Sports Centre and Swimming Pool and a 9-hole Golf Course.

The School consistently achieves excellent academic results and provides the pupils with a broad range of extra curricula activities to give depth to the learning. All pupils are inspired to achieve their very best potential and leave School with confidence and an ambition for lifelong learning.

For more information on Westonbirt School, please visit: [www.westonbirt.org](http://www.westonbirt.org)

## **WISHFORD SCHOOLS**

In May 2018, Westonbirt Schools joined the Wishford Schools group. Founded in 2011, the group currently comprises nine independent schools in Wiltshire, Gloucestershire, Berkshire and Kent. The group aims to provide an excellent education to all pupils, giving every child the opportunity to shine. Standards and expectations are high, and staff and pupils are challenged and supported to give their best.

Schools work closely with the group's senior leaders to define the school's strategy and then enjoy the autonomy to run their schools, while benefiting from the support that membership of the group brings. In addition to strategic input and the sharing of best practice, the group provides expertise in property, legal, HR, finance, compliance and marketing matters leaving heads with time to focus on the children within their care.

For more information on the Wishford Schools group, please visit: [www.wishford.co.uk](http://www.wishford.co.uk)

## **APPLICATION PROCESS & IMPORTANT DATES**

The role is to start as soon as possible and is required to cover a period of maternity leave. Applicants should complete the school's application form and submit by email to [hr@westonbirtschool.uk](mailto:hr@westonbirtschool.uk), The application form may be accompanied by a covering letter of no more than one page.

The closing date for applications is 12 noon on Tuesday 2<sup>nd</sup> January 2024.

## **CONTACT DETAILS**

If you have any queries or would like further information, please do not hesitate to contact Miss Michelle Andrews, HR Officer [michelle.andrews@westonbirtschool.uk](mailto:michelle.andrews@westonbirtschool.uk)

Westonbirt School is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers, reference and medical checks and the Disclosure and Barring Service.

## **Self Employed Visiting Music Teacher**

### **Scope of Service**

#### **TERMS OF EMPLOYMENT**

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Self Employed - The VMT is a self-employed person and responsible for all income tax and National Insurance or similar contributions in respect of any payments for lessons provided to pupils of the School. The VMT will indemnify the School in respect of any claims made by the relevant authorities against the School in respect of income tax and National Insurance. The notice period for this role is half a term.

#### **OBLIGATIONS OF THE VMT**

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Teaching one to one, paired and group music lessons for 30/45/60-minute durations.

Preparing pupils for performances, examinations, and school events.

Keeping accurate record of student development and completing progress reports for parents.

Regularly communicating with parents regarding their child's lessons and progress.

Providing pupils with practice strategies to extend and encourage them to learn independently.

Offering taster sessions to publicise music lessons within the school.

To monitor, assess and report on pupils in accordance with appropriate Westonbirt Schools' Policies.

#### **SKILL SET REQUIRED**

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We seek to employ a candidate which has the following characteristics:

- A strong musical background, be an outstanding teacher and have the ability to motivate and inspire pupils.

Relevant teaching experience and qualifications

- Excellent communications skills, both in written and spoken
- Warm and personable approach
- Excellent organisational skills
- Ability to sustain a positive working relationship with pupils, parents and colleagues
- Enthusiasm for music that comes across in all lessons
- Ability to construct positive working relationships and work well in a team
- A willingness to contribute to the development of the department