



Oakhyrst Grange School

Head of Music

APPOINTMENT BRIEF

To start:
ASAP



ABOUT OAKHYRST GRANGE SCHOOL

Oakhurst Grange is a leading independent co-educational preparatory school for children aged 3–11, set within 5.5 acres of beautiful Surrey countryside. We are a warm, family-focused school where every child is known, valued and encouraged to flourish.

With a strong emphasis on academic achievement, pastoral care and personal development, we combine traditional values with innovative learning opportunities, creating a supportive and inspiring environment for both children and staff. As part of the Caterham Family of Schools, we are excited about our continued growth and the opportunities this brings to our school community.



THE ROLE OAKHYRST GRANGE SCHOOL

Oakhurst Grange School seeks to employ a new Head of Music; an outstanding and excellent musician with particular strengths in choral music. With vision to build on the existing provision and enable the school to reach its musical potential, this position is an exciting opportunity for a passionate musician to be a key part of musical excellence in a warm and friendly school.

Primary Responsibility: To lead, develop, inspire and direct the music provision in the Prep School, organising the development and delivery of a curriculum and co-curriculum that is inclusive and inspiring, in line with the school's aims and policies.

Key responsibilities:

- Promote excellence and inspiration by leading curriculum planning, development and innovation with strategic vision to ensure music throughout the Prep School is fun, exciting, engaging and fully inclusive.
- Deliver lively, interesting and stimulating classroom music lessons to pupils in KS1 and KS2 classes (whilst overseeing the provision for EYFS), which inspire pupils and challenge them whilst cultivating a love of music.
- Plan and implement instrumental schemes, monitor and track progress and build the number of instrumentalists in the Prep school
- Prepare, monitor, evaluate and review departmental schemes of work.
- Identify clear learning objectives and specify how they will be taught, assessed and used to set clear targets, liaising with, and guiding, any colleagues who may also be deployed to teach music lessons.
- Arrange music for class work and ensembles, as required.
- Play the piano to a good standard, for assemblies and accompanying pupils, choirs and other music groups.
- Encourage and develop in the pupils a passion for singing, and facilitate opportunities for, and develop, choral singing throughout the School.
- Assist in organising, facilitating, leading and taking responsibility for everyday and special musical events throughout the year, e.g., assemblies, Informal Soloists' Concerts, Ensemble Concerts.
- Organise, facilitate, lead and take responsibility for music events for pupils in different sections of the School, such as the Year 6 Drama Production, KS1 Nativity events, the House competitions and Prizegiving celebrations.
- Liaise with local churches and organisations, to run community engagement/partnership events.
- Be a day-to-day point of contact for the team of Visiting Music Teachers (VMTs), supporting them in their participation and development of their work within the School.
- Support the provision of a suitable range of ensembles, directing and conducting as required.
- Prepare and support pupils for 11+ Music Scholarship applications and auditions
- Oversee the maintenance and upkeep of the School music resources and budgets, identifying future resourcing needs and aspirations.
- Ensure the Music Room and Music Storage Room are well presented and maintained.
- Be responsible for displays in the music areas of the School.
- Be available for rehearsals early morning and after school as required and occasionally for weekend rehearsals and services. Tours and trips may require some commitment during school holidays.

THE PERSON

OAKHYRST GRANGE SCHOOL

The person appointed will be expected to play a full and positive part in the life of the School.

The successful candidate will have:

Qualifications

Essential

- A good music degree from a recognised university or conservatoire
- Willingness to undertake training and development appropriate to the role

Desirable

- Additional Music or other professional qualifications
- QTS/ PGCE

Experience

Essential

- A proven track record of delivering successful music provision in primary or prep school(s)
- Proven ability to work flexibly within the competing pressures of a busy school environment
- Proven ability as a team player who collaborates well and builds rapport with other professionals
- Conducting/directing/developing musical ensembles and choirs in an educational setting
- Piano accompanying
- Teaching across the 3-11 age range

Desirable

- Use of music software in the classroom
- Teaching of older age groups (to 13)
- Class composition teaching
- Leading and managing departmental colleagues
- Experience of supporting school productions, e.g. nativities, musicals, etc.
- Experience of teaching Music or engaging pupils remotely, e.g. MS Teams/Zoom

Skills/Knowledge

Essential

- An exceptional musician, able to inspire pupils of all ages and abilities
- A strong vocal leader with the ability to coach and conduct choirs to a high level of church music
- Excellent knowledge of upper-voice, church music repertoire
- A confident and experienced conductor
- A thorough knowledge of music pedagogy and of music in the National Curriculum
- The desire and ability to promote and develop music across the whole Prep School community
- A good standard of keyboard skills, be able to sight-read confidently, to accompany assemblies and performances
- Ability to conduct/direct choral and/or instrumental ensembles effectively and enjoyably
- Ability to communicate effectively and efficiently, both orally and in writing
- Knowledge of Microsoft and other IT Packages including Sibelius notation software
- Excellent organisational skills and the ability to multi-task

Desirable

- Knowledge of, and skills in, a broad range of musical styles
- Confidence in using social media platforms including Instagram, Twitter etc

BENEFITS

OAKHYRST GRANGE SCHOOL

We pride ourselves on the best support and care for our academic and bursarial staff – a school is only as strong as those working within it. As such, our staff enjoy a range of benefits and enjoy the strong sense of community that pervades the School.

Continuous Professional Development

All staff have access to generous professional development training as part of the School's performance management process. The focus at Oakhurst Grange School is on encouraging and supporting individuals to continue to grow their skills to provide the finest teaching and learning for our pupils. We have a strong track record of supporting colleagues into Middle and Senior Management positions.

Counselling and Legal Advice Service

A free, confidential 24 hour telephone service available 365 days per year.

Fee Remission

Discount available on school fees. Please contact the HR department for full terms and conditions.

Pension Scheme

Professional Services staff are eligible to join a stakeholder pension scheme, this includes an employer's contribution of up to 7%.



APPLICATION PROCESS

You can complete the application online via the school website at:

<https://www.oakhyrstgrangeschool.co.uk/about-us/vacancies/>

If you have any questions or queries, please contact Emma Golding, Director of People:
emma.golding@oakhyrstgrangeschool or call 01883 343028

This appointment is to start as soon as possible.

Applications will be reviewed as they are received. The School reserves the right to appoint at any stage of the recruitment process; early applications are therefore encouraged.

Oakhyrst Grange School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All offers of employment are subject to an enhanced DBS check.

