



The  
**Burgate**

School & Sixth Form

**Recruitment Pack**

**Peripatetic Instrumental Teacher**

Registered in England and Wales Register Company Number: 07596997

# Key Information

## Role: Peripatetic Instrumental Teacher Guitar Teacher (Part Time)

**Required for: September 2024**  
**Part-Time/Permanent**

**Deadline for applications: 09:00 Wednesday 17 July 2024**

You are strongly encouraged to contact us in advance to learn more about being a Peripatetic Teacher at The Burgate and the specifics of this post. If you would like to have an informal chat, or a visit, please contact our Acting Head of Music, Callum Quinn.

**Salary: Unqualified Teacher Scale, Point 6 (£32,134 FTE)**

Salary is pro-rata for term time and the weekly hours timetabled only. Holiday pay is included. The hours of work will be dependent on the number of students wishing to study guitar. Current teaching hours are 3.5 per week for guitar students, however we anticipate higher numbers when receiving the new Year 7 intake in September.

Headteacher: David Pover

The Burgate School and Sixth Form, Salisbury Road, Fordingbridge,  
Hampshire, SP6 1EZ

Tel: 01425 652039 Fax: 01425 656625

Email: [burgate@burgate.hants.sch.uk](mailto:burgate@burgate.hants.sch.uk)



Dear Prospective Applicant

I am delighted that you are interested in applying for the post of Peripatetic Instrumental Teacher at The Burgate School and Sixth Form. We believe our school is an exceptional place to work, where students and staff share collective values in a happy and inclusive environment.

Each member of our staff team matters, and creativity and innovation are embraced and developed. Our students are a pleasure to work with and we encourage you to come and see this for yourself. 'Learning for Life', our school and college motto, underpins our culture and applies to every member of our school and sixth form community, whatever stage they are at.

Our desire to be one of the top comprehensive schools nationally continues with great enthusiasm and this appointment is a key factor in ensuring that we achieve that ambition. Please take your time to explore our school's website and this recruitment pack which will give you a greater understanding of what we believe is an ambitious, creative and successful school.

I very much look forward to receiving your application to work with us at The Burgate.

Yours sincerely

David Pover  
Headteacher

## **The Role**

We are seeking to appoint an enthusiastic and talented peripatetic instrumental teacher of Guitar to start in September 2024 to play an integral role in supporting our students to learn and advance their music skills at all levels.

This opportunity would suit a confident and highly motivated practitioner, with a range of musical talents and tastes, who can stimulate young musicians and build on the success of our thriving music department and contribute to its further development.

You will normally have either several years' experience in classroom teaching with a suitable higher-level qualification and some instrumental specialism or be an instrumental specialist with a music degree and be able to perform at an equivalent standard on your main instrument.

Hours of work will be dependent on the number of students wishing to study guitar.

## **What we are looking for:**

If you're someone with specialist knowledge in guitar and you're passionate about nurturing young talent, we want to hear from you.

We are looking for a reliable and motivational individual who can demonstrate excellent interpersonal and communication skills who can engage and motivate students with a wide repertoire of music.

You will be passionate about music and demonstrate creativity and enthusiasm in the way you teach. Experience working with young people is desirable.

## **Why work for us?**

Working at The Burgate School and Sixth Form is stimulating, challenging and fun. Life here is always varied, never dull and infinitely interesting because of our enthusiastic students, who really enjoy being at school.

With our term time contracts, we offer an excellent work life balance, a commitment to training and development and a friendly and supportive working environment. To find out more about us, visit our website <https://www.theburgate.com/> to get a flavour of our school.

You will also benefit from:

- A supportive school community with friendly colleagues.
- A commitment to professional development to support your individual career.
- Access to the Teacher Pension Scheme.
- Free onsite parking.
- Cycle to Work Scheme.
- Child Care Voucher Scheme.
- A school with fantastic grounds on the edge of the New Forest.

# How to Apply

The following guidelines are designed to help you submit an application in line with our requirements. Please ensure that you comply with the instructions below otherwise the panel will not shortlist you. If you require clarification or have any questions regarding the application process, please contact Sarah Hewett, HR Manager/Headteacher's PA at [shewett@burgate.hants.sch.uk](mailto:shewett@burgate.hants.sch.uk)

## **Application Form**

To apply for the role, please either complete an application via the TES website, an application via the Government's Teaching Vacancies website, or our Teaching Staff application form which can be downloaded from the vacancies page on the school's website. If you apply using the school's Teaching Staff application form, completed forms should be emailed to Miss Sarah Hewett, HR Manager/Headteacher's PA, at: [shewett@burgate.hants.sch.uk](mailto:shewett@burgate.hants.sch.uk). All applications should be received by the published deadline. For safer recruitment reasons, only applications submitted on a TES, Government Teaching Vacancies, or school application form will be considered. CVs will not be accepted.

## **Don't wait until the deadline nears to submit your application**

You are advised to submit your applications as soon as possible as, on occasion, we reserve the right to close a vacancy earlier than the advertised date, if we have received sufficient applications that meet the criteria, or a suitable candidate is found. We advise you to submit your application as early as possible to prevent disappointment.

## **Shortlisting**

Shortlisted candidates will be contacted by telephone or email. We will endeavour to contact non-shortlisted applicants however, if you have not heard from us within three weeks of the closing date you should assume that you have not been shortlisted for interview.

## **Interviews**

Interviews will be held at The Burgate School and Sixth Form. In addition to a tour of the school and the department, each interviewee will have a formal interview. Full details of the interview process will be sent to candidates with the invitation to interview. Candidates invited for interview will be required to provide proof of their eligibility to work in the UK by producing verifiable documents.

Candidates will also be required to bring photo ID with them on the interview day e.g. valid passport or driving licence to provide proof of identity and, if relevant to the role, evidence of all academic and professional qualifications disclosed on your application form. Full details will be sent to candidates alongside their formal invite to interview.



### **References for shortlisted candidate**

All referees whose details are included on the application form will be contacted before the interview unless you have indicated that you wish otherwise. Appointments will not be confirmed until The Burgate School and Sixth Form has received two satisfactory references (one must be from your current employer or, if you are not currently in employment, from your most recent employer) and all other necessary pre-employment vetting checks have been satisfactorily completed. This will include confirmation of your fitness for employment, an enhanced Disclosure & Barring Service disclosure, verification of your identity and confirmation of your right to work in the UK. Teachers will be required to provide proof of their qualifications (degree certificate(s), QTS) and a check will be undertaken to ensure they are not subject to a prohibition order.

### **Safeguarding and Child Protection Statement**

Safeguarding determines the actions that we take to keep children safe and protect them from harm in all aspects of their school life. As a school and sixth form we are committed to safeguarding and promoting the welfare of all our students. The actions that we take to prevent harm, to promote wellbeing, to create safe environments, to educate on rights, respect, and responsibilities, to respond to specific issues and vulnerabilities all form part of the safeguarding responsibilities of the school and sixth form.

### **Pre-employment Checks including an Enhanced DBS and Children's Barred List Checks**

Due to the nature of the position for which you are applying, and to ensure your suitability for this type of work, all our recruitment and selection practices reflect this commitment. Should you be successful, any offer of a post will be conditional subject to an enhanced Disclosure and Barring Check as well as other relevant pre-employment checks including the receipt of two satisfactory references and medical clearance. As this is a post in regulated activity, the DBS check will include a children's barred list check. It is an offence to seek employment in regulated activity if you are on a barred list. All positions within The Burgate School and Sixth Form are exempt from the provisions of the Rehabilitation of Offenders Act 1974.

### **Online Searches**

We will also consider carrying out an online search on the successful candidate to help identify any past or current incidents or issues that might affect an individual's suitability to work with children and undertake the role in question. Any online search will be carried out only on publicly available information and will be limited to issues relating to an individual's suitability to work with children and/or in a school environment. Any issues that arise from a search will be followed up with the candidate where it can be discussed more fully, including background information, or mitigating circumstances.

A copy of our child protection policy and our policy on the employment of ex-offenders are available to view on The Burgate School and Sixth Form's website at: <https://www.theburgate.com/policies>

## **Equal Opportunities Statement**

The Burgate School and Sixth Form is an equal opportunities employer and values the diversity of our workforce and welcomes applications regardless of age, gender, ethnicity, or religion.

## **General Information for Applicants**

At The Burgate we want every student to enjoy their learning and feel valued for who they are. The school provides high quality comprehensive education for children aged between 11 and 18 and we enjoy an excellent reputation within the local community for our high standards. Consequently, many students attend the school through parental choice. We provide a broad curriculum and a creative approach to learning that inspires curiosity, builds collaboration, helps develop resilience and encourages flexibility of thought.

This could not be a better time to join The Burgate; our GCSE results in 2023 continued to be very strong with 79% of students achieving both English and Mathematics at Grade 4+ and 56% achieving Grade 5+. Our most recent published Progress 8 value added score was in line with the national average and once again places The Burgate as one of the very best performing schools in Hampshire and nationally. Our A level results are consistently very good with 72% of our grades between A\*- C

We offer a wide range of subjects at GCSE and A Level, delivered by a highly qualified team of professional teachers and support staff who are committed to offering the highest quality of education to the students. All staff members participate in a well-established and bespoke performance management scheme. Induction and in-service training are provided for all teaching and support staff and there is a special programme for ECTs, as well as access to a wide range of CPD through National College and beyond. Internal promotion is a typical route for progression to higher levels of leadership for Burgate staff.

The school has a committed and supportive board of trustees, enjoys healthy links with the local community, our cluster primary schools and partnership schools. We build and consequently benefit from excellent supportive relationships with parents, and we encourage close contact with the school whenever they have concerns regarding their child's education. The school was inspected by Ofsted in May 2019 in which we were awarded 'Good' overall with three of our inspection judgements being 'Outstanding'. The inspectors praised the high expectations of everyone at the school and remarked how the school's trustees and staff work closely together to create a team spirit that provides a consistent and positive learning environment, where teaching is inspirational and student behaviour is superb.

The Burgate School and Sixth Form is situated on the outskirts of Fordingbridge, in Hampshire. Salisbury, Bournemouth, Southampton and the Channel ports of Poole and Portsmouth are all within easy driving distance, and the major cities of Bath, Bristol and London all easily accessible by road and rail. With the New Forest National Park, Isle of Purbeck, Jurassic Coast and Salisbury Plain further enriching and enhancing the natural beauty of the local environment, the successful candidate will have a chance to live and teach in one of the most highly desirable areas of England, where the standard of living is of the best available nationally.

# Job Description

## Peripatetic Instrument and Vocal Teachers

**Impact Statement:** to support the Head of Music in delivering the highest level of instrumental and/or singing tuition to students.

Level of responsibility: N/A

Line Manager: Head of Music

### CORE RESPONSIBILITIES:

- Maintain high professional standards and level of conduct
- Adhere to statutory policies and procedures and undertake training as required
- Contribute to the delivery of the school's vision
- Uphold the values of the Burgate School and Sixth Form
- Help to foster innovation and the development of new capabilities
- Engage with school improvement plans and initiatives
- Support the pastoral care and behaviour standards of students to ensure they feel safe, secure, and valued

### KEY RESPONSIBILITIES:

- Provide tuition to students on days and times agreed with the school
- With direction from the Head of Music, to plan and prepare effective peripatetic instrumental/vocal lessons
- Teach engaging and effective lessons that motivate, inspire and involve students and improve student attainment
- Maintain/establish positive behaviour for learning
- Maintain high standards of teaching and learning and ensure that teaching areas offer students the best possible learning environment
- Prepare students (where appropriate) for external examinations on their instrument in accordance with the selected exam board (ABRSM, Trinity, RockschooL etc)
- Keep abreast of new ideas, teaching materials and methods
- Communicate and liaise with staff, students and parents as appropriate
- Make reasonable efforts to establish the reasons when a student does not attend a lesson or, in any event, inform the Head of Music or the school's front office
- Ensure the general safety and well-being of students, observing appropriate conduct and reporting to the Head of Music as appropriate
- Work and contribute to the stated aims of the Music Department
- Contribute to the safeguarding and promotion of the welfare and personal care of children and young people with regards to Keeping Children Safe in Education (KCSIE) guidance and the school's policies and procedures
- Be aware of and comply with policies and procedures relating to child protection, health and safety, security, confidentiality and data protection reporting all concerns to the appropriate person
- Promote equal opportunities and deal with any issues that arise in accordance with school policy and procedures

You may also be asked to carry out any other duties reasonably requested by the Leadership Team.



## Role: Person Specification for Peripatetic Instrumental/Vocal Teacher

<b>Safeguarding</b>	Essential	Desirable
Commitment to the safeguarding and wellbeing of all students and the ability to follow all school policy and procedures	X	
<b>Qualifications &amp; Experience</b>	Essential	Desirable
Recognised music teaching qualification, Qualified Teaching Status (QTS) or a Music diploma, or an equivalent qualification	X	
Previous experience with teaching a specific instrument(s) and/or vocal skills to individuals or groups	X	
Hold excellent instrumental/vocal teaching skills	X	
<b>Skills and Knowledge</b>	Essential	Desirable
Good literacy and numeracy skills	X	
Ability to inspire and enthuse students about music and instrumental playing	X	
Ability to create and adapt musical arrangements in a variety of styles and genres	X	
Ability to create a positive learning environment for our students	X	
Ability to develop effective and professional relationships with students, parents, colleagues and other stakeholders as appropriate	X	
Ability to reflect on own teaching methods and respond positively to new ideas	X	
Ability to work as part of a team and on own initiative and with resilience	X	
Ability to demonstrate a high standard of organisational skills	X	
<b>Personal Qualities &amp; Attributes</b>	Essential	Desirable
Enthusiasm and passion for Music	X	
Good interpersonal skills	X	
Ability to empathise and be positive with children and young people	X	
Have a good record of punctuality and attendance	X	
Have a positive and optimistic outlook	X	
A commitment to getting the best outcomes for all students and promoting the ethos and values of the school	X	
Strong willingness to contribute to the wider life of the school	X	
Commitment to equal opportunity	X	
<b>Essential Competences</b>	Essential	Desirable
Confidentiality	X	
Ability to relate well to children and young people	X	
Excellent IT skills including all main Microsoft applications	X	
Smart appearance	X	
Strong team player	X	