



Job Description for Peripatetic Music Teacher (Drums):

Responsible to: Headteacher, Deputy Head, Head of Music, SLT, Governors and St Edmund's School Trust Ltd

Place of work: St Hilary's School, Holloway Hill, Godalming, GU7 1RZ

Key tasks and responsibilities

The following duties and responsibilities will be undertaken. It should be recognised that this position brings with it the need to be flexible, and the list below should not be seen as exhaustive.

General:

- Actively promote and develop the ethos and vision of the school and show due regard to the School's Values and British Values
- Contribute fully to the life of the school
- Establish excellent relations with pupils, parents and visitors to the school
- Offer support and encouragement to the Head of Music and colleagues within the Music Department
- To be fully aware of Safeguarding Policy and Procedures and liaise with the DSL as necessary
- To be familiar with the School Improvement Plan and the Curriculum Improvement Plan for Music
- To have a thorough working knowledge of the school's policies and procedures and ensure the aims, values and vision of the school, are reflected in the teaching of Music lessons
- To understand the School's Charitable Status and the need for Public Benefit actively striving to involve the local community, including local schools (state and independent) striving for Inclusion and sharing expertise at all levels
- Keep up to date with educational theory and requirements regarding the teaching of all aspects of Music
- Be aware of the different Teaching and Learning needs of pupils in Reception (if appropriate), Pre Prep and Prep and liaise with Teaching Assistants and Class/Form for feedback and support, as and when necessary and
- Ensure teaching is exciting, stimulating and creative.

Specific:

- To write reports in the Summer Term and discuss progress with parents, as and when required
- To assist the Head of Music in identifying pupils that may be potential Music Scholars at 11+, and help the pupils to prepare for any scholarship assessment
- To be available to assist at major musical school events, such as Musician of the Year, as required
- To initiate a contract with the parent of each pupil on commencement of lessons via a signed parental agreement.

- To have effective systems in place to ensure that administration regarding individual pupils is efficient and effective
- To ensure that lessons take place in a timely manner, with each lesson lasting thirty minutes.
- To liaise with the parent and the Head of Music if it is considered that a pupil would benefit from a longer or shorter lesson
- To ensure that missed lessons are caught up, by arrangement
- To run a Music Club or Ensemble as required in lieu of room rental payment
- To prepare and enter students for examinations, as appropriate and arrange accompanists for the examinations.

November 2025

Headmaster: Duncan Sinclair