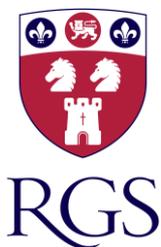


**SELF EMPLOYED
VISITING
SINGING
TEACHER
INFORMATION**



RGS



SELF EMPLOYED SINGING TEACHER

Newcastle upon Tyne Royal Grammar School

To start April 2022 (c. 5 hours per week)

THE POSITION

A unique opportunity has arisen for a well-qualified and enthusiastic singing teacher to teach within our Music department. The successful candidate will be expected to play a full role in developing the number and quality of young musicians across our Junior and Senior Schools.

The position is a self-employed contract (as is common in most independent schools), with an extremely competitive rate of £20.20 per 30-minute lesson (2021/22 rates). We envisage, with the support and endeavor of the successful candidate, that the number of teaching hours may increase.

THE SCHOOL

Thomas Horsley, the original settlor of the Royal Grammar School Newcastle (RGS) pledged his legacy to the School in 1525. Almost 500 years later, RGS continues to flourish as the premier independent school in the North East of England and as one of the country's leading schools. We regularly lead all northern schools in national league tables and pride ourselves on academic excellence, a high level of pastoral support, involvement in a wide range of sports and other extra-curricular activities, and our commitment to bursaries and partnerships. In December 2020, we were named as the North East Independent School of the Decade by the Sunday Times.

RGS has grown substantially in recent years. There are now some 1,320 students, over 260 of whom are in the Junior School. The Sixth Form of 350 students is one of the largest in the independent sector. We became coeducational 20 years ago and girls now comprise 43% of the school.

The school is based in the heart of the City, immediately opposite Jesmond Metro station. The school occupies over 30 acres of land and has state-of-the-art facilities, including five brand new art studios, a new library, a new Sixth Form Centre, a 25m swimming pool, two Sports Halls, a Performing Arts Centre, outdoor football/rugby pitches at Mooracres, an artificial turf pitch for hockey and the former County Cricket Ground.



Job description: Part-time, self-employed Singing Visiting Music Teacher

Deadline: 9am Monday 28th March 2022

Contact: Neil Smith Director of Music n.smith@rgs.newcastle.sch.uk

THE MUSIC DEPARTMENT

The Music Department at the Royal Grammar School is active, energetic and very successful both in the classroom and in the breadth and variety of co-curricular activities available to students. It currently consists of a Director of Music and one other Teacher of Academic Music, Head of Junior School Music, a full time PAC Events Manager, Head of Digital Media, PAC Technical Manager and a PAC Technician. Fifteen Visiting Music Teachers teach approximately 400 individual music lessons every week.

In 2010, the department moved into its new premises within the Performing Arts Centre, giving it state of the art facilities to aid the development of music across the school. Music has one large classroom, which is also used as a main choral/orchestral rehearsal space, and a keyboard lab equipped with Sibelius and Cubase software. There are nine music practice rooms of various sizes (including a fully equipped percussion room), a recording studio and the band room. The 300-seat Miller Theater is used for large music events. A Main Hall with its fine organ and superb acoustic is also used as a venue for concerts while St Nicholas' Cathedral and St George's church in Jesmond are used for the Founder's service and carol service.



Curriculum music is compulsory in Years 7 and 8 and an option from Year 9. Through the study of various topics which integrate listening, theory, performance and composition, students are given the opportunity to develop a wide range of skills and knowledge and are encouraged to find their niche. Edexcel GCSE music is offered in Year 10/11 and Eduqas A Level in Year 12/13. We also offer Music Technology (Edexcel) in Year 12 as a part of our Complementary Studies programme (a series of additional course that students can opt into as part of their broadening education in sixth form).

Most years, some students go on to follow Higher Education courses in Music at Oxbridge, Bristol, Leeds, Boston (USA) or to become Oxbridge Choral and Organ scholars.

The department has a wide range of coached music activities and ensembles ranging from large groups such as the RGS Orchestra, Senior Choir, Concert Band/Big Band, Community Choir, Blue Note Wind Band, Intermediate Choir (Y7/Y8) down to smaller groups such as a Guitar Ensemble, Brass Ensemble, Flute Ensemble, Training Strings, small jazz ensembles, rock bands and many more. Various concerts take place throughout the academic year. From small lunchtime recitals to larger events such as the House Music Competition, Spring Concert, Senior Carol Service, the Choral and Orchestral

Concert, Jazz Concert, Battle of the Bands and others.

Other music events include Middle and Senior School Musicals produced in collaboration with our Drama department. The department provides regular concert trips to the Sage and the Theatre Royal and every two years a Choir Tour is organised abroad.

There is a very strong connection between the Junior and Senior School regarding music. Most of our Junior musicians will continue their musical development and participation in the Senior School.

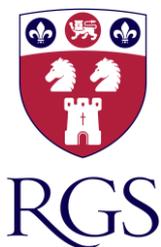


If you have any questions relating to departmental practices, please do not hesitate to contact Mr Neil Smith (Director of Music) via email: n.smith@rgs.newcastle.sch.uk

MAIN TERMS OF SELF-EMPLOYED CONTRACTOR

- Start date: From April 2022 but an exact starting date can be discussed at interview.
- Hours per week: c. 5 hours teacher per week (over one day a week) Specific day to be agreed with the successful candidate.
- This is a term-time only engagement.
- Self-Employed Rate: £20.20 per 30-minute lesson (2021/22 rates)
- Payment terms: Payment is directly via the parent(s)/guardian(s).
- The candidate would be expected to demonstrate they have up to date and sufficient professional liabilities insurance and will be responsible for their own professional membership subscriptions that would directly support this role.

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- All self-employed contractors are required to work in accordance with the school's key policies including the RGS Safeguarding Policy, Staff Behaviour Policy, Health and Safety Policy and Privacy Notice, copies of which will be made available on induction.
- All self-employed contractors are expected to keep their safeguarding training up to date and RGS encourage them to attend the RGS annual safeguarding refresher at the start September every academic year. Failure to provide evidence of training either at RGS or through another educational setting will mean that the individual will not be permitted to work with students until the relevant training has been undertaken.
- There will be a regular dialogue with the Director of Music and self-employed visiting music teacher to discuss the effectiveness of this arrangement for the school and teacher.
- Any decision to re-engage with the successful candidate after the first academic year will be at the school's discretion. Confirmation of any re-engagement would be sent to the singing visiting music teacher before the end of each academic year, should the school wish to continue with the arrangement.

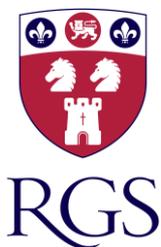
HOW TO APPLY

If, having looked through the website (www.rgs.newcastle.sch.uk) and read this job information pack and the Information for Applicants, you think this particular post would suit you, please say so (and why) in a covering letter of application. You must complete the application form, even if you want to also attach a CV. You are welcome to apply electronically, please email all documents to jobs@rgs.newcastle.sch.uk.

Please read the Information for Applicants with particular care before applying. RGS is committed to the safeguarding of children and applies the Government's Safer Recruitment procedures, which will include:

- Checking that the submitted application form provides a continuous record of education and employment from age 16 (including education, employment and voluntary work) with reasons for leaving. Any gaps must be accounted for by the applicant.
- Provision of at least two satisfactory references, one of which must be from the applicant's current or most recent employer. In addition, the school will seek a reference from the relevant employer from the last time the applicant worked with children. Internal references will be sought where appropriate.
- Completion by the applicant of a confidential form of declaration of physical and mental health (after offer of appointment) and, if necessary, a satisfactory report following a medical examination.
- Evidence or other verification of the applicant's qualifications; For teachers, verification of any award of qualified teacher status (QTS) and the completion of teacher induction or probation. For support roles, evidence of qualifications relevant to the role or those listed on the application form must be provided.
- Obtaining a satisfactory Enhanced Disclosure Report from the DBS (via the applicant) including children's barred list information for those who will be engaging in regulated activity with children.
- Verification of an applicant's right to work in the UK.
- Verification of the applicant's identity including a check of photographic ID, proof of address and a check of the applicant's birth certificate. The applicant must present official documentation to evidence any change of name or surname.

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- For teaching roles or anyone involved in teaching, a check that the applicant is not subject to a prohibition order issued by the Secretary of State.
- For management roles (headteachers, senior leadership team (including non-teaching roles,) teaching positions with departmental headship, governors and trustees, proprietors) a check to ensure that the applicant is not subject to a section 128 direction made by the Secretary of State. This applies to any relevant internal applicants.
- If the individual has lived or worked outside of the UK for more than 3 months in the last 10 years, an overseas police check/s must be obtained (via the applicant) and any other checks deemed appropriate by the school, i.e., obtaining a letter (via the applicant) from the professional regulating authority in the country (or countries) in which the individual has worked.
- If the role, involves supervising children under the age of eight outside teaching hours or managing the supervision of children under the age of eight outside of teaching hours, applicants must complete a self-declaration to confirm that they are not disqualified from providing childcare under the Childcare (Disqualification) Act 2006 and Regulations 2018.

If you have any queries or would like to arrange a visit to the school, please do not hesitate to email or to call the Head of Physics, Rachael Houchin (details below).

Interviews will be held shortly after the closing date. We will hope to make the appointment as soon as possible after interview, offering the post and gaining acceptance.

Self-Declaration of Criminal Record

Applicants who are invited for interview will be asked to complete a self-declaration of their criminal record or, of information that would make them unsuitable to work with children. Further information about self-declaration can be found on GOV.UK. Please note that if applicants electronically sign this declaration, they will be asked to physically sign a hard copy of the declaration at interview.

Equal Opportunities

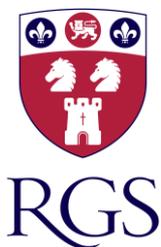
We are looking to appoint staff from a wide variety of backgrounds. Not just because it is the right thing to do but because at the RGS we recognise that those different experiences provide fresh perspectives, opportunities to challenge existing beliefs and provide opportunities to act as excellent role models for our diverse student body. We are committed to creating an inclusive and diverse school culture and our staff are at the heart of this. We are proud to be an equal opportunities employer and all qualified applicants will receive consideration for employment regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships. Whilst all applications are considered on merit, we would particularly welcome applications from black and minority ethnic candidates who are currently under-represented in our staff community.

We encourage all candidates to complete an 'equal opportunities' form with your application. This will be sent directly to the HR team for monitoring purposes.

Safer Recruitment

RGS Newcastle is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. In accordance with our

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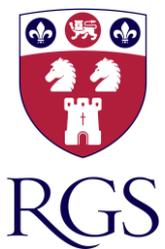


Child Protection Policy, we are unable to process applications without a fully completed application form. The post is exempt from the Rehabilitation of Offenders Act 1974. Shortlisted candidates must declare any convictions, cautions, reprimands or final warnings that are not 'protected' as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013 and 2020) via the self-declaration form. The successful applicant must obtain Children's Barred List clearance and DBS (Disclosure and Barring Service) clearance at enhanced level.

References

In keeping with the current Keeping Children Safe in Education regulations, references will be sought to support any appointment decisions that the school may make. Further information for applicants:

- the school will seek references for all teaching vacancies ahead of interview, one of which must be the individual's current or most recent employer.
- For support roles, it is a requirement for the school to request a reference from your current employer. It is our preference that we request references including one from your current employer before interview. Should you prefer for the school **not** to contact your current employer before an interview, you must supply details of an additional referee who is able to comment on your suitability for the role applied for. We will then contact your current employer at the point of making an offer of employment.
- In addition, the school will seek a reference from the relevant employer from the last time you worked with children, if you are not currently working with children in regulated activity.
- Internal references will be sought where appropriate.
- References must be completed by a senior person with appropriate authority. For teaching roles, this must be the head of a school. For support roles, this should be the employer, HR or senior level manager.
- Open references will not be accepted



CONTACT DETAILS

Royal Grammar School Eskdale Terrace Newcastle upon Tyne NE2 4DX

Tel: 0191 281 5711

General enquiries: hm@rgs.newcastle.sch.uk
or communications@rgs.newcastle.sch.uk

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