



**DIRECTOR OF MUSIC
(MATERNITY COVER)**

**CANDIDATE
INFORMATION PACK**



**SIR WILLIAM PERKINS'S
SCHOOL**

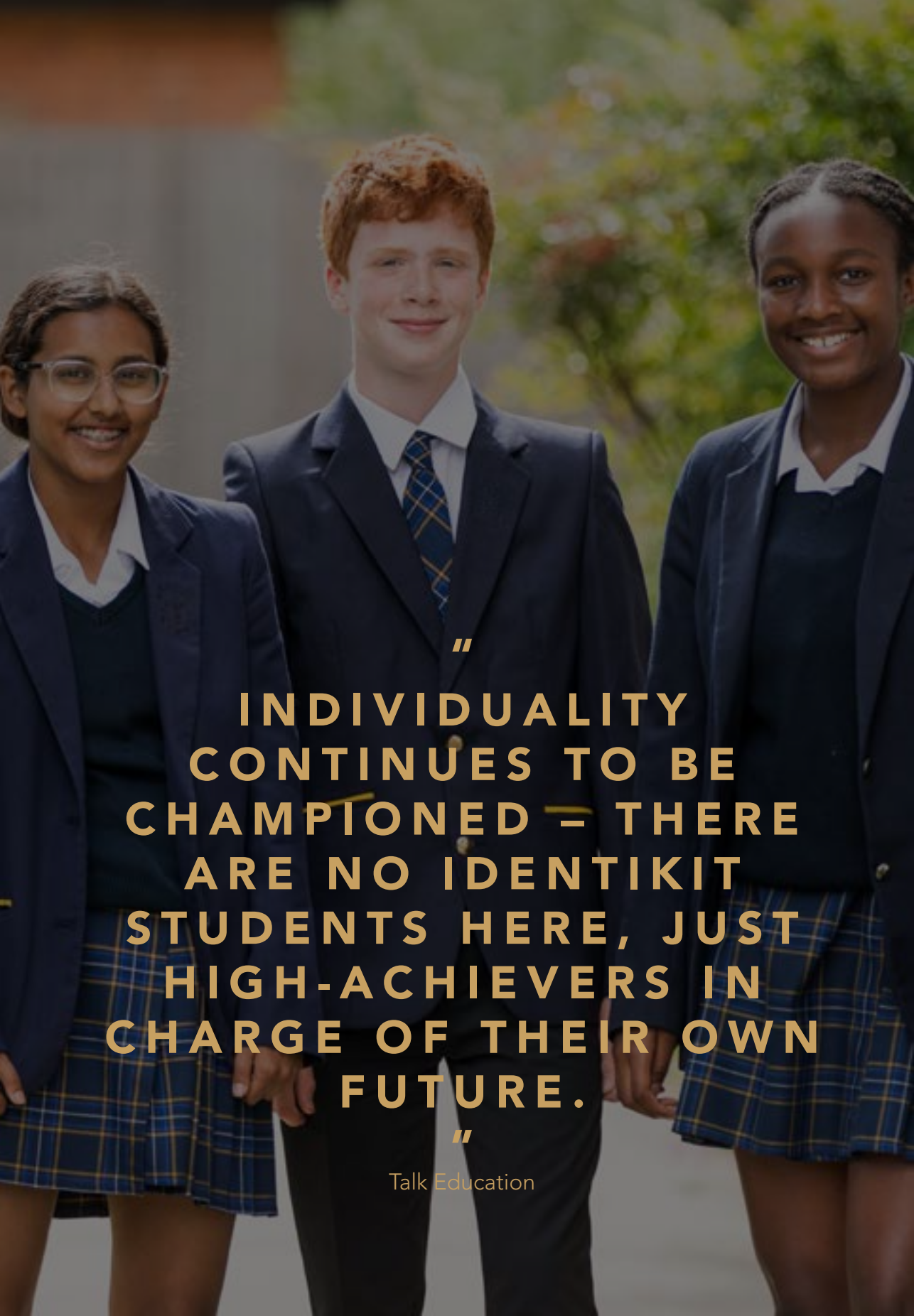
A photograph of two students in school uniforms walking on a paved path. The student on the left is a boy with short brown hair, wearing a dark blue blazer, a white shirt, a blue and white patterned tie, and dark trousers. He has a blue backpack. The student on the right is a girl with dark hair and glasses, wearing a dark blue blazer, a white shirt, a dark blue sweater, and a blue and white plaid skirt. She also has a blue backpack. They are walking towards the right, with a brick building and greenery in the background.

WELCOME TO SIR WILLIAM PERKINS'S SCHOOL

It is our pleasure to introduce you to our wonderful school; a lively and welcoming community where every student is supported to achieve great things, and where curiosity, ambition and generosity thrive. At Sir William Perkins's School, students are at our heart. We expect the best from them, and in return they can expect the best from us. We provide teaching of the highest quality, where each individual is stretched and challenged and given the tailored support and attention required. We are a warm and friendly school: we know our students, their talents, hopes and aspirations, and we work with them to develop confidence, leadership skills and an ability to collaborate with others. With access to a diverse co-curricular programme, students are accomplished all-rounders with university statements studded with personal achievements and successes. Our students leave us in Year 13 with determination and clearly defined ambition, ready to make their mark on the world.

Sir William Perkins's School is a high-performing independent school for approximately 600 students aged 11 – 18 years. In September 2026, boys will be joining the school in years 7 and 12, with a phased move to co-education by 2030. The Head is a member of both HMC and GSA.

The school was founded in 1725 by a wealthy local Chertsey merchant to educate the town's children. The School moved to its present site in 1819 and became fully independent in 1978. It is located on an attractive 12-acre site situated on the outskirts of Chertsey, a two minute walk from the railway station and very near to the junction of the M3 and M25.



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**INDIVIDUALITY
CONTINUES TO BE
CHAMPIONED – THERE
ARE NO IDENTIKIT
STUDENTS HERE, JUST
HIGH-ACHIEVERS IN
CHARGE OF THEIR OWN
FUTURE.**
”

Talk Education

OUR VISION

Our vision reflects our shared sense of purpose, aiming to create an environment that supports each person's success whilst recognising the importance of working together to build a strong, purposeful community and a sense of belonging.

OUR MISSION

To champion the individual and build confidence, integrity, and excellence. Our holistic education promotes innovation and creativity both inside and outside the classroom. Our values of curiosity, ambition and generosity enable our students to go beyond academic success, leaving the school as conscientious, world-ready individuals.

OUR VALUES

We seek to nurture in every student the values of curiosity, ambition and generosity. Curiosity about our world and our future. Ambition for ourselves and for others. Generous with our thoughts, our gifts and our time. We seek to build confidence, integrity, and excellence in a caring, innovative, and happy community, so that each pupil leaves having been given the best possible chance of achieving their full potential, taking with them sound values, breadth of skills and knowledge, and ready to take on the world.

ABOUT US

Entrance to the School is by competitive examination and the School values its excellent academic reputation. The students are highly motivated and eager to learn. Significant emphasis is also placed on the broad and balanced curriculum, the wide-ranging co-curricular activities and the caring and supportive environment.

The ISI regulatory compliance inspection in September 2024 notes that "Pupils demonstrate excellent social awareness and they grow up to be poised, confident, and articulate." Our latest Good Schools Guide Report, conducted in March 2025 describes the school as "Big enough to thrive, small enough to care, SWPS is a place where learning and enjoyment go hand-in-hand, meaning that good grades are the happy by-product of a well-rounded education."

The staff are thoroughly professional, highly qualified and knowledgeable, enthusiastic and passionate, support and have an appreciation of the breadth of the educational experience that is provided.

The school is characterised by a warm and welcoming atmosphere and mutually supportive approach. Expectations of staff are high but equally, personal workloads are carefully considered by the Senior Leadership Team. There are plenty of opportunities for further appropriate professional development and a generous inset budget. All staff are equally valued for their part in the overall success of the school and there is a strong sense of fun and humour.

The Governing body is keen to ensure that staff remuneration is competitive and are continually reviewing the package to ensure that SWPS can attract and retain outstanding staff.

Further information about the School and our most recent inspection report can be accessed at www.swps.org.uk



DIRECTOR OF MUSIC (MATERNITY COVER)

ACCOUNTABLE TO ASSISTANT HEAD -
CO-CURRICULAR AND ENRICHMENT
FIXED-TERM, FULL-TIME

This is not an exhaustive job description, and it is expected that the post holder may undertake such other duties as may reasonably be requested. For the avoidance of doubt, the duties and responsibilities contained within this job description may change from time to time according to the requirements of the role and it is not intended to have contractual effect.

JOB PROFILE

The prime function of the Director of Music is to create a department that has an outstanding reputation both locally and nationally. The director will lead all aspects of performance and co-curricular music within the school. so that students of all abilities are actively encouraged to fulfil their musical potential to the maximum. The role also encompasses planning and organisation of the Department's programme of trips, tours and workshops by visiting musicians and outreach within the local communities.

ACCOUNTABILITIES AND RESPONSIBILITIES

To be familiar with the Staff handbook and support all the school's policies.

To form good teacher-learner relationships that promote enjoyment of the subject and are in line with the aims, policies and development plans of the school.

To manage the staff within the music department. including all peripatetic staff and visitors to the music department.

To arrange all instrumental, singing and theory teaching on an individual basis for students.

To oversee all aspects of appropriate external exams (Associated Board, etc).

To organise music for special occasions such as Christmas Carol services and assemblies, school concerts, school productions etc.

To organise all the arrangements for the interviewing and awarding of music scholarships and to manage these scholars throughout their time at SWPS. To keep the Head and Academic Deputy

Head informed about curriculum issues and the progress of the department.

To ensure the department meet the needs of all students including those with additional learning needs and those who are Gifted and Talented.

To monitor and evaluate the quality of teaching and learning within the department.

To provide efficient and effective organisation and teaching of Music throughout the School.

To produce, and ensure that there are annual revisions of the teaching and learning, course outlines, schemes of work, departmental handbook and development plan.

To review and ensure that the School's Digital strategy is embedded within the department.

To ensure that data is up to date and is used to inform the teaching within the department.

To ensure that relevant departmental policies are implemented and updated annually.

To devise the timetable for the subject, including making the best use of the facilities.

To be responsible for the academic, professional, and personal development of all staff in the department including professional development reviews.

To assist with the interviewing and appointment of applicants for posts in the department.

To strategically manage the departmental budget, including authorising the ordering of stock, materials, equipment, textbooks, etc.

To ensure that displays are in place for Open Days and other school events.

To ensure that the school's safeguarding and Health and Safety Policies are fully implemented within the department.

To attend parents evenings, open evenings, occasional weekend events and other school functions as appropriate, and to ensure that other members of the department do likewise.

To be a committed Form Tutor under the direction of the Head of Year.

To be involved in the wider life of the school, supporting and initiating co curricular activities in the department and the school.

To undertake any reasonable task as directed by the Senior Management Team.

To strive for personal and professional development through active involvement in the school's professional development review system.

To be committed to the safeguarding of children and young people.





**DIRECTOR OF MUSIC
(MATERNITY COVER)
PERSON SPECIFICATION**

**EXPERIENCE &
QUALIFICATIONS**

Essential

Have a track record of delivering excellent music lessons to KS3, GCSE and A Level students.

A qualified teacher with experience of teaching music including exam courses.

Relevant degree in the subject.

Evidence of continuing professional development.

An accomplished musician who can play at least one instrument (or sing) to a high level.

Outstanding classroom practitioner.

The ability to lead a team and to be able to demonstrate a track record of success.

Desirable

Ability to play the piano.

PERSONAL ATTRIBUTES

Ability to inspire and motivate students.

Ability to relate effectively and to earn the confidence of colleagues, students and parents.

A good working knowledge of Teaching and Learning issues reflected in classroom practice.

Good organisational and time management skills.

Knowledge and understanding of effective monitoring systems including tracking/target setting.

Commitment to the aims, ethos and objectives of the department and the

School.

Professional and with integrity/passion for Music.

Good communicator.

Keen interest in all aspects of School life and happy to get involved.

Enjoyment of new challenges and experiences.

Flexible and reflective.

CHILD PROTECTION

The post-holder's responsibility for promoting and safeguarding the welfare of all students with whom they come into contact, will be to adhere to and ensure compliance with the School's child protection policies at all times. If in the course of carrying out the duties of the post the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the School, they must report any concerns to the School's Designated Safeguarding Lead.

**COMMITMENT TO
SAFEGUARDING**

Sir William Perkins's School is committed to safeguarding and promoting the welfare of children and young people. Applicants must undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.

WORK WITH US

SIR WILLIAM PERKINS'S SCHOOL IS A FRIENDLY,
EXCITING AND SUPPORTIVE PLACE TO WORK.
THE SCHOOL OFFERS AN ATTRACTIVE RANGE
OF BENEFITS

BENEFITS

Defined process to apply for teaching salary thresholds.

School-specific salary scale which recognises the qualifications, skills and experience of the candidate.

Fee remission.

APTIS Pension Scheme for teaching staff.
Life assurance Income protection.

Learning and development opportunities including financial support for postgraduate study.

173 teaching days plus five INSET days per year.

Initial teaching training and NQT induction programme both include reduced timetable and weekly mentor support.

Outstanding subject facilities.

iPad scheme for teaching staff.

Access to Employee Assistance Programme (EAP).

Free lunch during term time, when working hours permit.

Limited free car parking on site.

Enhanced sickness and family friendly policies.

On site Fitness sessions for a small fee.

Strong tradition of on-going financial investment and development.

Opportunities to travel the world through domestic and international trips and tours.

Library facilities open to all.

Staff Social Committee.

Warm and engaging working environment and an excellent staff room.

Access to a staff discount platform.



JOIN US

APPLICATION

Applications will be considered on arrival and the School reserves the right to interview and appoint before the closing date

LOCATION

Full details are available at www.swps.org.uk/contact-us

By Road

The school is conveniently situated on the A320 between Staines and Woking, with easy road access and Junction 11 of the M25 is within a few minutes' drive of the school

By Rail

Chertsey Train Station is a five minute walk away from the school





SIR WILLIAM PERKINS'S
SCHOOL

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