



St Leonards
St Andrews

Visiting Music Tutor (Piano)

Contents

1. Overall Purpose and Responsibilities
2. Discover St Leonards - the School and Ethos
3. The Role: Visiting Music Tutor (Piano)
4. The Person Specification
5. The Application Process



Visiting Music Tutor

Responsible to: Director of Music

Responsible for: N/A

Salary: £27.91 per hour (paid hourly)

Contract Type: Permanent

Hours of work: 5 -6 hours per week, which may vary subject to demand

The post-holder is expected to uphold and actively promote the ethos of St Leonards School. The role of Visiting Music Tutor is to provide high quality tuition to ensure that the School meets its academic objectives and to work closely with other members of staff.



stleonards-fife.org

St Andrews, Scotland KY16 9QJ Registered Charity SC016693

St Leonards has been at the forefront of education in Scotland and beyond since its foundation in 1877. Throughout its life, the School has demonstrated a progressive spirit from its inception as a pioneering school for girls to the vibrant fully co-educational boarding and day school that it is today.

St Leonards is an HMC and IB World School situated in the heart of the vibrant, historic and cosmopolitan university town of St Andrews, the 'Home of Golf'. The School is fully co-educational with close to 600 pupils from Year 1 to Year 13 and is the only IB continuum school in Scotland. With over 35 nationalities in the pupil body, it is a school with a truly global outlook. The school's motto is *Ad Vitam* ('for life'), and the ethos and approach to learning of the IB permeates all areas of school life, within and beyond the classroom.

St Leonards offers an exceptional range of enriching academic, sporting, musical and creative opportunities, and was named 'Scotland's Independent School of the Year' by the Sunday Times for 2019, in recognition of its complete commitment to offering a first-class education.

Prior to the award of 'Independent School of the Year', St Leonards was named the Sunday Times' top-performing Sixth Form for IB/A-Level results in Scotland for three consecutive years: 2016, 2017 and 2018. The average IB Diploma points score in 2021 was 35, with over 80% of all Higher Level (HL) scores graded at 7/6/5 (equivalent to A*/A/B at A level).

The School has recently undergone a multi-million refurbishment programme of the boarding houses; a sector leading golf programme has been established; the record school roll continues to grow; academic achievement is

strong; public recognition of the School is incredibly positive; the highest standards of pastoral care are provided by well-trained, committed and specialist staff who address the individual needs of pupils, and outstanding teachers are attracted to work in and become part of the inclusive culture and diverse St Leonards community.

One hour from Edinburgh International Airport and approximately a one-hour flight from London, our enviable Scottish location is accessible, with beautiful beaches, historic landmarks and rolling countryside on our doorstep.

The town is very much seen as an extension of the School

campus and the St Leonards' close collaboration with the University of St Andrews, recently voted the top university in the UK, is yet another opportunity.

As we move towards our 150th anniversary, the School is at an exciting stage of its development. At St Leonards, we aspire to attract and retain the best staff, who embody the IB attributes and strive to deliver a holistic education that effectively prepares pupils for the future, fostering in them a love of learning that they take with them through life.



stleonards-fife.org

St Andrews, Scotland KY16 9QJ Registered Charity SC016693

4

Visiting Music Tutor (Piano)

Curriculum Content

- demonstrate a sound knowledge of and practical skills in Music to effectively stimulate and challenge pupils, and to recognise and address barriers to pupils' learning specific to the subject being taught.
- support pupils' skills in literacy and numeracy.
- appreciate the effectiveness of ICT in learning and teaching.
- contribute to the personal and social education of pupils within the School.
- with colleagues, plan and prepare coherent teaching programmes and lessons, including homework, which ensure continuity and progression in pupils' learning.
- demonstrate knowledge of the learning process, curriculum issues and child development.
- demonstrate a sound knowledge and comply with Health and Safety guidelines and procedures.

Communication and approaches to teaching and learning

- be able to motivate and sustain the interest of all pupils in a class.
- explain topics coherently and communicate with pupils clearly and in a stimulating manner.
- question pupils effectively, and respond to their questions and support their contribution to discussions.
- employ a range of teaching strategies, including use of homework to reinforce and extend work in class, and be able to select strategies appropriate to the subject, topic and pupils' needs.
- select and use, in a considered way, and in a number of different learning and teaching situations, a wide variety of resources.
- demonstrate the ability to teach individuals, groups and classes.
- set expectations and pace of work which make appropriate demands on all pupils, ensuring that all pupils are effectively challenged.
- identify and respond appropriately to pupils with difficulties in learning and recognise when to seek further advice in relation to their specific educational needs.
- respond appropriately to cultural, gender, linguistic, religious and social differences, and to disabilities among pupils.
- encourage pupils to take initiatives in, and become responsible for, their own learning.
- work cooperatively with other professionals and adults in the School.
- set an example to pupils in conduct and appearance.
- evaluate and justify the approaches taken to learning and teaching.

This is not intended to be an exhaustive list of duties, and it is expected that the post-holder will participate in other reasonable activities according to the needs of the School and for better fulfillment of the role.



stleonards-fife.org

St Andrews, Scotland KY16 9QJ Registered Charity SC016693

Classroom Organisation and Management

- organise classes and lessons to ensure that all pupils are productively employed when working individually, in groups or as a class.
- demonstrate knowledge and apply the principles and practices which underlie good discipline and which promote positive behaviour.
- create and maintain a stimulating, purposeful, orderly and safe learning environment for all pupils.
- manage pupil behaviour fairly, sensitively and consistently by the use of appropriate rewards and sanctions and know when it is necessary to seek advice.
- demonstrate a knowledge of, and contribute to, strategies to prevent bullying.
- evaluate and justify actions when managing pupil behaviour.

Assessment

- demonstrate an understanding of the principles of assessment and the different kinds of assessment which may be used.
- assess pupil attainment in line with the School's policy and against national standards where assessment leads to certification.
- monitor, assess, record and report on aptitudes, needs and progress of individual pupils.
- provide pupils with constructive oral and written feedback on their progress on a regular basis.
- using the results of assessments, evaluate and improve teaching to improve the standards of attainment.

National and School Standards

- demonstrate an understanding of the IB programme and UK educational systems.
- demonstrate knowledge of and uphold and support all of the School's policies and the School's Development Plans.
- demonstrate a working knowledge of contractual, pastoral and legal responsibilities.
- contribute to the ethos of the School, for example, by promoting positive relationships among staff, parents and children.
- report to parents about pupil progress and discuss matters related to their personal and social development in a sensitive and constructive way.
- demonstrate an understanding of the way roles and responsibilities are shared among staff and how to obtain help from staff within the School, including those with responsibility for the curriculum, guidance, learning support and staff development.
- demonstrate an understanding of and adhere to the guidelines of the St Leonards School Child Protection Policy and GTCS Code of Professionalism and Conduct.

This is not intended to be an exhaustive list of duties, and it is expected that the post-holder will participate in other reasonable activities according to the needs of the School and for better fulfillment of the role.



Education, Training & Qualifications

Essential

- Educated to diploma/degree level in a relevant discipline

Desirable

- Evidence of continued professional development

Experience

Essential

- Proven experience of music tuition.
- Experience in the use of ICT in a classroom with the ability to impart that knowledge to others.

Desirable

- Knowledge of the IB curriculum.

Skills

Essential

- Commitment to student learning and raising achievement.
- An excellent classroom practitioner.
- Ability to create and deliver engaging and effective lessons.
- Enthusiasm to inspire in students a desire to learn and participate.

Interpersonal Skills

Essential

- Ability to work as part of a team.
- Ability to work independently and take responsibility for planning own workload.
- Ability to work calmly under pressure and keep to deadlines.
- Sensitive to the needs of others and supportive when required.
- Professional manner and appearance.



St Leonards is committed to creating a diverse and inclusive culture, where all members of the community - colleagues, pupils and families - are seen and valued. This culture ensures that St Leonards delivers an outstanding global education in a multi-cultural living, learning and working environment.

Applications should be made via our School Talent/Teacheroo portal - [link found here](#). **Closing date and time for applications is 12 noon on Friday, 20 September 2024.**

Early applications are encouraged as St Leonards reserves the right to interview and close the post early.

Any questions may be directed to People & Development at recruitment @stleonards-fife.org in the first instance. Interviews will be held shortly after the closing date.

Any questions may be directed to **recruitment@stleonards-fife.org** in the first instance.

All successful applicants will be required to undertake a Criminal Record check and either hold or be accepted for membership of the Disclosure Scotland Protecting Vulnerable Groups (PVG) scheme.



7

stleonards-fife.org

St Andrews, Scotland KY16 9QJ Registered Charity SC016693