



JOIN OUR TEAM

Chorister Chaperone September 2021

The closing date for applications is 12.00pm on Tuesday, 18 May 2021
Interviews will be held at St George's School soon after.





St George's School Windsor Castle

Home to the Choristers of St George's Chapel

Our VISION - pupils become 'Real World Ready'.

Our MISSION - to ignite inquiry, instill a passion for learning and foster our Christian values. Through inspirational teaching, children develop the mindset and skills to navigate life's opportunities and contribute to global society.

Our VALUES - kindness, honesty, courage.

St George's School Windsor Castle is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

St George's School is an equal opportunities employer. We therefore encourage candidates to apply irrespective of age, disability, marriage or civil partnership status, pregnancy or maternity, race, religion and belief, gender identity, sex or sexual orientation.



INTRODUCTION FROM THE HEAD MASTER

I am absolutely delighted you are interested in applying for the position of Chorister Chaperone at St George's School Windsor Castle.

This highly important role presents an exciting opportunity for someone who would like to work, within a close knit and caring team, to support the Choristers of St George's Chapel.

Together with the Lay Clerks, the boys (up to twenty four in number) from aged 8 -13 form the world famous choir. In addition to the regular routine of choral liturgy in St George's Chapel, the choir sing to The Royal Family, give concerts and occasionally tour. The Chapel is part of the College of St George and is situated in the Lower Ward of Windsor Castle. The School is proud to be part of the college, and together with the residents of the Castle, forms a welcoming and inspiring community.

Our School has existed since 1348. With a long heritage of educating the Choristers of St George's Chapel, this continues to be a core function of the School. However, we are now an exciting and happy Prep School for girls and boys aged 3 – 13. I am very proud to lead this wonderful, vibrant and diverse community of pupils, staff and families. We employ over ninety staff, all of whom contribute hugely to the success, warmth and happiness of the School and pupils. In turn, a tremendous spirit of friendship, mutual trust and collaboration exists at St George's, and I want every new appointment to reflect this.

Our core School values are: **kindness, honesty and courage**. These form the very foundation for our pupils, and together with a passion for instilling a love of learning, I want to employ like-minded people who live their lives through these values. Building on centuries of first rate education, we are embarking on an exciting journey as a School. Before you choose whether to apply, I strongly urge you to look closely at our strategy, which can be found on the following link: <https://www.stgwindsor.org/about-us/strategic-vision/>.

The Chorister Chaperone will work closely with colleagues in School and Chapel to support the wellbeing and pastoral care of the Choristers. We are immensely proud of the boys, all of whom weekly board at School. They uphold the highest standards in their contribution to both Chapel and School, but are also children who thrive in all aspects of School life. It is crucial that they are given the support to enable them to balance the demands and make the most of the opportunity available to them.

The Choristers seek someone who will know them all as individuals; back them at every opportunity; provide consistency in their approach; take a genuine interest in their work as Choristers and also their lives at School; and uphold the core values of the School community.

My team and I look forward to receiving your application.



BE REAL WORLD READY

St George's School, Windsor Castle, is an IAPS School situated in the heart of the vibrant, historic and cosmopolitan town of Windsor. With a unique link to Windsor Castle since 1348, we make the very most of our special location.

St George's School is in the enviable position of offering an exceptional range of academic, musical, sporting and creative opportunities. In one of the most inspiring places in the UK, St George's provides an outstanding start to a child's education.

The School is fully co-educational with approximately 320 girls and boys on the roll from Kindergarten to Year 8. There are two sections to the School: The Pre-Prep caters for children from Kindergarten to Year 3; the Prep for children from Year 4. Both are led by a Head of Section, who in turn reports to the Head Master. There are two classes per year group. The maximum year group size is 40 with no class bigger than 20.

Pupils are taught by class teachers up to Year 5, who teach Maths, English, Humanities, Science and PSHE. There are specialist teachers for Art, Design, Drama, Music, PE, Sport and Modern Languages. There is currently specialist teaching for all subjects from Year 6, though pupils are still under the care of a Form Tutor who monitors the individual academic and pastoral welfare of each child.

Many of our families are local, however there is a flourishing boarding community for children from Year 4 upwards. Housed within the main School, a caring team, led by the House Parents, look after approximately 30 weekly boarders and many more who choose to stay over. Through the introduction of the IB and PSB, it is our intention to develop a consistent and coherent approach to learning and teaching and wellbeing throughout the School, underpinned by a common set of values, culture and ethos, consistent with the age and stage of individual pupils.

At the end of Year 6 or 8, pupils leave St George's for a wide range of leading boarding and day senior Schools. In 2020 pupils moved to the following Schools (a similar picture to 2021):

- Eton College
- St George's School, Ascot
- Bryanston School
- Luckley House School
- Harrow
- St George's School, Weybridge
- The Island School, Hong Kong
- The Reading Blue Coat School
- Wellington College
- Sir William Perkins's School
- The Windsor Boys' School
- The Marist School

THE FUTURE

St George's is embarking on an ambitious plan which will take the School to 2025. For more information on our strategic development and ethos, please visit our website at www.stgwindsor.org



The Role

Summary

The Chorister Chaperone will accompany the Choristers for their duties. This includes the daily rehearsals; weekly Evensong and Sunday services in Chapel.

The Chaperone will play a key role in the wellbeing of the Choristers, and attend key meetings with the Houseparents (to whom the successful applicant will reports). Establishing a strong working relationship with the boarding and pastoral team, and Chapel Music Department, is key to the success of this role in supporting the Choristers.

Working hours include mornings, late afternoons and early evenings, Sundays, Easter, Christmas and extra involvement with concerts, tours, and special services such as the annual Garter Day Service and the recent Royal Weddings and Christenings. Whilst much of this will take place during term time, Choristers are 'on call' to return back to Windsor should an important event or service warrant their involvement.

The table below details of the current regular weekly timetable for the Chorister Chaperone:

Monday	7.45-9.30am collect Choristers, attend rehearsal		3.30-6.15pm collect Choristers supervise snack, attend rehearsal and evensong
Tuesday	7.45-9.15am collect Choristers, attend rehearsal	Chorister Wellbeing Meeting 9.15-10.00am	3.30-6.15pm collect Choristers supervise snack, attend rehearsal and evensong
Wednesday	7.45-8.45am collect Choristers, attend rehearsal		
Thursday	7.45-9.30am collect Choristers, attend rehearsal		3.30-6.15pm collect Choristers supervise snack, attend rehearsal and evensong
Friday	7.45-9.30am collect Choristers, attend rehearsal		3.30-7.30pm collect Choristers supervise snack, attend rehearsal and evensong and late rehearsal
Sunday	8.45am-1.00pm collect Choristers, attend rehearsal and services, supervise Choristers in between Eucharist and Mattins.		3.30-6.15pm collect Choristers, attend rehearsal and Evensong

Additional events through the year may be scheduled (including Wednesday afternoons and Saturdays) , and it is very important that the Chorister Chaperone is on hand to support these, as and when required by the Houseparents and Director of Chapel Music.



Chorister Chaperone – Job Description, Function and Profile

Main Duties

- Compliance with St George's School, Windsor Castle and St George's Chapel, Windsor Castle safeguarding policies and procedures
- Chaperoning of Choristers as they travel between the School and the Chapel and back to School again
- Attendance at morning and afternoon rehearsals in the Chapel or in the School
- Attendance at all services and concerts at which the Choristers sing
- Pastoral care and first aid for Choristers who need to leave a rehearsal or service because of illness
- Supervision of the Choristers in between rehearsals and services/concerts
- Supervision of the arrival and collection of Choristers by their parents before and after services/concerts
- Pastoral response to the needs and concerns of Choristers
- Attendance at the weekly Chorister meeting between the School staff and the Chapel personnel
- Liaison with School and Chapel staff regarding the Choristers
- Liaison with Chorister parents concerning duties and routines, or changes to the aforesaid, and attendance at meetings with parents and/or the School regarding the welfare of the Choristers
- Oversight of photography and filming of Choristers in relation to safeguarding and consent

Concerts, Visits and Recordings: Choristers are, from time to time, involved in concerts or services or recordings away from the School or St George's Chapel; the Chorister Chaperone is expected to be in attendance, and to travel with the Choristers.

Choir Tours: Choristers take part in tours (the most recent was to Haalem, Netherlands in 2017); the Chorister Chaperone is expected to be in attendance, and to travel with the Choristers.

Christmas and Easter: Choristers take part in rehearsals and services during these periods; the Chorister Chaperone is expected to be in attendance.

Essential Personal Attributes

We are looking for a friendly, kind, fair individual who can maintain a sense of humour, in dealing with a mixed-age group of talented, spirited boys.

- Experience and a love of working with children
- Willingness to give direction and take direction as relevant
- Excellent interpersonal skills
- Team player
- Calm under pressure
- Natural authority
- Sympathy with the culture and ethos of Chapel life



Chorister Chaperone

Cont'd...

- Punctual
- Caring
- Flexible
- Sense of humour

Desirable Personal Attributes

- An appreciation of Choral music and understanding of church services would be advantageous.
- Experience working with children aged 8-13
- Teaching or Classroom assistant experience
- A full clean drivers' license
- First aid training (This will be provided if not in place or up to date)

Key Working Relationships

St George's Chapel:

Director of Music

Assistant Director of Music

Organ Scholar

Chaplain and Succentor

Canon Precentor

Chapter Clerk (also Designated Safeguarding Lead)

Music Department Administrator

St George's School

Head

Assistant Head, Wellbeing and Safeguarding

The Head of Boarding

Senior Matron

Benefits

This role is non residential, however accommodation may be available for the right candidate who is prepared to be involved in wider aspects of School and boarding life (to be discussed at interview).

An option to take breakfast and supper at School with the boarders when on duty.

Conflict of Interest

As a conflict of interest could arise, the School has resolved not to appoint to this post a close relative of one of the serving Choristers

St George's School, Windsor Castle is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the posts, including, contacting past employers and the Disclosure and Barring Service, disqualification, prohibition and other checks relevant to the role.



Closing date for completed applications: **12 noon Tuesday, 18 May 2021**

Interviews will be held shortly thereafter.

Application information can be requested from: recruitment@stgwindsor.org or via School website

For further information about St George's Chapel please visit:

www.stgeorges-Windsor.org



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THE
GOOD
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2021/2022



REAL WORLD READY.... in partnership with



Council for Learning Outside the Classroom



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