



Alley's

Appointment of Violin Teacher (Junior School Strings Curriculum) Part time

Information for Applicants

Applicants are encouraged to read the last ISI (Independent Schools Inspectorate) school inspection report on the School's website.

The following information describes the school as we expect it to be in September 2022 following our return to our permanent home in February 2022 after a period of complete redevelopment of the Junior School site, during which the Junior School relocated to temporary facilities between September 2021 and February 2022.

Please visit www.alleyns.org.uk/ajsevolves for more information about the redevelopment.

April 2022

ViolinTeacher (Junior School Strings Curriculum)

Alleyn's is one of the country's leading co-educational independent day schools, committed to developing excellence within an ethos of strong pastoral care and a vibrant co-curriculum. Our holistic approach aims to nurture every pupil, enabling them to develop their potential while making friendships and enjoying life to the full.

We believe that learning together in a supportive environment provides the best framework for boys and girls to excel at school, to discover new ideas, skills and enthusiasms and to prepare for university and the multi-gendered world of work and life in general. Links with local and overseas schools, universities and charities provide further opportunities to enrich that learning in different contexts and to make new and lasting friends.

Our community is warm, caring and inclusive and we are very proud of our pupils, who leave us with excellent examination results, places at some of the world's top universities and specialist centres of higher education, and with a sense of confidence, mutual respect and social responsibility.

We greatly value our committed and hard-working staff, whose dedication makes possible the achievements of our pupils.



Our Vision

Alleyn's is a happy and successful co-educational and academically selective independent London day school.

As we look forward in the twenty-first century, we reaffirm our commitment to the following:

- ✿ Nurturing holistic excellence for all, developing curiosity, reflection, determination, independence and a lifelong love of learning;
- ✿ Promoting well-being in a kind, caring and safe environment where every individual can flourish;
- ✿ Offering opportunities, both inside and outside the classroom, to develop skills, insight, empathy, creativity, leadership and teamwork;
- ✿ Valuing diversity in welcoming to the Alleyn's community people of different backgrounds and beliefs;
- ✿ Building positive local, national and international partnerships and providing opportunities for our pupils and staff to make a difference;
- ✿ Cherishing our community of pupils, parents, staff and alumni, and honouring our continuing commitment to Edward Alleyn's charitable foundation of 'God's Gift'.



The School's Place in Dulwich

Alleyn's is one of three independent Dulwich Senior Schools, the other two being Dulwich College, a boys' school, and James Allen's Girls' School (JAGS), each of which has its own linked junior school.

The schools of the Dulwich Foundation educate over 4,000 pupils drawn from a wide catchment area, extending from Wimbledon in the southwest to Bromley in the south and Blackheath in the southeast, with more and more pupils also coming from north of the Thames. The Schools jointly run a coach service, taking pupils to and from most parts of the catchment area.

Although entirely independent of one another, the three Dulwich Schools are part of the wider Dulwich Foundation, which includes the Dulwich Estate, the Chapel, an almshouse and four schools outside Dulwich.

The Foundation dates back to 1619, and a bequest from Edward Alleyn, the actor-manager and contemporary of Shakespeare, who left his land in Dulwich and founded Alleyn's College of God's Gift in 1619 'for the education of twelve poor scholars'.

We moved to our own 30-acre site on Townley Road in 1887 and, in 1976, were one of the first independent schools to go fully co-educational.

Alleyn's is committed to sharing its facilities with the local community and has established a standing committee to oversee the use of its premises for the community as a whole.

Alleyn's Junior School

Alleyn's Junior School is a member of IAPS (Independent Association of Prep Schools) with a little over 280 pupils. It is frequently described as a friendly and happy school. It has a distinctive atmosphere that couples academic excellence with breadth of opportunity and respect for variety of achievement. Alleyn's sets out to provide an outstanding pastoral environment where pupils are encouraged to achieve their potential.

The Governors of Alleyn's School purchased a parcel of land adjacent to the Alleyn's School site in 1991 and erected purpose-built accommodation for a co-educational day Junior School for some 200+ boys and girls aged 5 to 11 years that would feed into the Senior School. The latter's origins stretch back almost 400 years and it has been co-educational since 1976. The Junior School opened in 1992 and was extended in 2000 to include a Reception class to offer education from 4+. During the first half of 2021/22 the Junior School relocated to temporary accommodation on the campus in order to enable significant redevelopment of the Junior School site, remodeling and refurbishing of the existing school building and creating a brand-new building, along with external landscaping. This redevelopment prepared the School for the next chapter of its life and enabled a slight expansion in numbers with the introduction of two form entry in the Infants (Reception to Year 2).

Both the Senior and Junior Schools select on academic ability. Alleyn's Junior School is amongst the top performing co-educational junior schools in London. There is a very healthy demand for places at Alleyn's Junior School with places heavily over-subscribed at the key entry points of 4, 7 and 9+ (i.e. joining Reception, Year 3 and Year 5).

The Junior School has over 60 employees made up of teaching staff and support staff. It also draws upon shared support staff with the Senior School.



Inclusive Community

We are dedicated to achieving educational excellence through inclusion, and a wide range of means-tested bursaries and scholarships support this goal in Senior School. They allow us to offer places to those pupils most able to benefit from an Alleyn's education, irrespective of financial means.

At the moment the Senior School provides mean tested bursary assistance to just over 10% of our pupils, meaning one in ten of our pupils are able to attend Alleyn's who would otherwise not be able to. Our goal is to double this in the coming years.

Co-educational Community

Boys and girls at Alleyn's genuinely enjoy learning together and this is a very happy school. Our pupils are encouraged to appreciate each other's achievements and contributions and it is wonderful to see them grow in confidence as our co-ed community offers them a fabulous variety of ways to develop skills and cement lifelong friendships.

Facilities

The Junior School shares the same campus as the Senior School and some facilities, primarily the dining hall, playing fields, swimming pool, pavilion, sports hall, theatre and all-weather astro-turf. A MUGA (multi use games area) has recently been constructed next to the Junior School and benefits sport and recreation in both schools. It has its own multi-purpose hall, science laboratory, two music classrooms, computer room, art/DT room, library, adventure and hard play areas.

Organisation

The School has two forms in each year group from Reception to Year 6. Reception, Year 1 and Year 2 form the Infants and Years 3 to 6 form the Juniors.. There are approximately 16-18 pupils in each form through the Infants and in the Juniors there are usually 22 pupils in each of the Years 3 and 4 forms and 24 pupils in the Year 5 and 6 classes. The vast majority of pupils transfer to the Senior School at 11+ (where they have an assured place), some having won scholarships or exhibitions.

The Junior School operates as one unit, from Reception to Year 6. Whilst there are organisational differences between the ways in which school life is structured for Infant (especially EYFS) and Junior pupils, there is no physical formal separation of the school into two sections, though there are several discrete play areas that can be used to separate the age groups. The Infants are housed downstairs in the main building under the leadership of a Head of Infants and the Juniors are upstairs with shared classrooms in the heart of the building. This sense of togetherness and the unity of purpose and life across the Junior School are distinctive features of life in the school.

The Junior School's senior management team comprises of the Head, the Deputy Head, the Director of Studies and the Head of Infants.

The Pupils

Children enter the Junior School at 4+, 7+ and 9+ following assessments carefully designed to identify those who will benefit from the education that Alleyn's offers. It is an aim of the Junior School that all its pupils should be able to proceed to the Senior School and to fulfil this aim, entrants are expected to demonstrate the potential to thrive in an academic environment.

There is no financial support through scholarships or bursary aid for entry to the Junior School while the Senior School does offer both forms of financial support.

Most of the pupils live relatively close to the School while some come from further afield. Active and sustainable forms of transport are encouraged amongst the pupils with the vast majority travelling in such ways. Despite the fact that children are offered places on individual academic merit, many are siblings and a strong family ethos pervades the school.





Pupils are intellectually curious, engage in their learning and enjoy a very rounded school life. Many are articulate and self-assured. They work keenly with their teachers and each other to pursue their many talents to the highest levels.

Parents

Parents are warmly welcomed at the school and are very present before and after the school day. The Alleyn's Junior School Association (AJSA), to which all parents automatically belong, offers the formal mechanism through which parents can work with the school, organising parent parties, Holly and Founder's Day fairs, end of term parties for pupils and other social gatherings. The AJSA runs the Uniform Shop, selling second-hand uniform on a regular basis. In addition, there are many informal ways in which parents can become involved: supporting matches and other musical and dramatic events.

There are currently two formal consultation meetings a year, when parents can discuss their children's progress with their teachers. Outside these times, parents are always welcome to see teachers by appointment or to make contact by email, telephone or through the children's Day Books. Formal written reports are sent electronically twice a year.

The School Day

The day starts with registration for pupils at 8:30am with pupils able to be dropped off at 8am for Juniors and 8:15am for Infants. Assemblies or tutor times follow registration at 8:40am and lessons after that, with appropriate breaks for play and lunch, until 3.30pm. There are seven 40 minute lessons each day. A rich programme of co-curricular activities runs before school, at lunch and from 3:30pm until 4:30pm or later and After School Care runs from 3.30pm until 6:00pm. There are a number of evening meetings, concerts, plays and other activities and some very occasional Saturday tournaments, rehearsals and open days.

The Staff

The School enjoys a talented, committed and loyal teaching staff. In addition to class teachers, there are specialist staff for sport, PSHE, dance, drama, computing, music, science, art, DT, MFL and Learning Support. Teachers take on coordinator roles in all subject areas.



A School Chaplain is shared with the Senior School.

Teaching staff meetings are held weekly and are general in nature as well as considering a particular subject or aspect of teaching and learning.

The school employs a school administrator/Head's PA, a registrar, a receptionist, a nurse, an After School Care manager and assistants, a gap student and a graduate assistant.

Six full time teaching assistants work with Reception and Years 1 and 2 classes under the direction of the class teachers. A part time French language assistant supports the teaching of MFL (Modern Foreign Languages). We have a learning support assistant and a speech and language therapist who work with targeted individuals and groups alongside the Head of Learning Support. A part-time librarian staffs the library. A VMT (Visiting Music Teachers) Coordinator supports the provision of individual music lessons.

Other non-teaching staff, such as bursary, HR, maintenance, security, grounds and cleaning staff are shared with the Senior School.

Commitment to Safeguarding

We are fully committed to providing a safe environment for children, staff and visitors. We promote a climate where anyone in the community can freely share their concerns about themselves, or others, in terms of individual safety and well-being.

We protect the interests of the children at Alleyn's through awareness among all members of staff of the kinds of issues of abuse, maltreatment and neglect that would impair a pupil's health or development. In this way, Alleyn's supports its pupils' development in ways that foster security, confidence and independence.

We provide an environment in which children and young people feel safe, secure, valued and respected, and know how to approach adults if they or those whom they know are in difficulties, with the assurance that they will be listened to.

Everyone in the staff community at Alleyn's takes responsibility for safeguarding, and we always aim to act in the best interests of the child.

Curriculum

The curriculum embraces a breadth of study in all subjects that exceeds National Curriculum requirements and challenges all.

Scholarships and exhibitions to Alleyn's Senior School are regularly won. Under the guidance of the Director of Studies, there is good liaison between Junior School curriculum coordinators and Senior School Heads of Department and the Head of the Junior School with the Head of the Lower School (Years 7 and 8) work collaboratively to ensure a smooth transition from Junior to Senior School.

Music is a particular strength of the school and all pupils learn through the Kodaly system with singing at the core of musical development. Musical opportunities abound, whether through choirs, orchestras, Jazz Band, Wind Ensemble or smaller chamber groups. All pupils are taught to play a stringed instrument in Years 2 and 3 and a brass or woodwind instrument in Year 5.

Sport is a strength of Alleyn's Junior School and pupils follow a varied programme of activities, which includes football, hockey, cricket and netball in games and PE includes cross-country, swimming, gymnastics, athletics amongst sports covered. Teams and individuals enjoy significant success both locally and nationally. Regular fixtures are held against neighbouring schools and excellence is fostered, whilst always adhering to a policy of sport for all.

Dance and drama lessons are part of the Year 3 to 5 curriculum with additional co-curricular opportunities in these areas being very popular. The annual Year 6 play, Infant nativity, comedy revue and talent show are some the dramatic highlights of the year.



Pastoral Care

Pastoral care at Alleyn's Junior School is strong and underpins the happiness, welfare and learning of the children. It is primarily in the hands of class teachers who are supported by a simple, yet effective, system of rewards and sanctions and by a range of support staff, to include the Deputy Head, the Pastoral Care Coordinator and the School Nurse.

The Junior School Music Department

The School is fortunate to benefit from the specialist provision of a sizeable team of music staff as well as many teachers who have a musical passion. The department is led by a full-time Director of Music and there is also a part time class music teacher who is also the VMT Coordinator. All children have two or three music lessons per week. The Strings Team work on Tuesdays and Wednesdays and are made up of three part-time teachers of which one is the Strings Coordinator. They work closely together, sharing both the large and small group teaching and the school orchestras. An additional strings teacher also supports the team on Tuesdays.

The Strings Scheme is a complete musicianship programme that aims to embed sustainable technique and a sound understanding of musical literacy based on Kodaly principles. Solfa is used extensively in strings learning as well as in Junior School teaching more generally. The musical skills learned on the Scheme can then be transferred to other instruments later on. All children in Years 2 and 3 take part in the Strings Scheme during two of their three curriculum music lessons. There is one large group lesson (violins and cellos together, team-taught) and one small group lesson (four to five pupils) where more focus can be given to individual needs. Talented children may wish to start individual lessons at the same time as the Strings Scheme, but generally children who have taken to their string instrument are encouraged to take up an individual lesson in Year 4 (not paid for by the school). They may also want to join our Year 4 String Ensemble, Stringendo, and in subsequent years can join one of our school orchestras: Studio Strings in Year 5 and Grande Salle in Year 6. There are three strings concerts during the school year and the string ensembles perform in the Christmas and Summer concerts as well as other special events.

In Year 4 all the children take part in Year 4 Choir and in Year 5 the children have the opportunity to take part in the Wind and Brass Scheme where one of their curriculum music lessons becomes a small group lesson taught by visiting instrumental specialists. Then children form a Year 6 choir in addition to their regular class music lesson.

All the music staff are involved in the extensive co-curricular programme of clubs and ensembles that include: Junior Choir, Chamber Choir, our three String Orchestras, String Chamber Groups, Woodwind Ensemble, Jazz Band, Recorder Club, Aural, Theory, an Advanced Music Class and an Electronic Music Production Club.

Musical performance and enjoyment are an integral part of broader school life with hymns in assembly and singing and instrumental playing key elements of class assemblies and church services. The Music Department is also involved in the School's outreach with The Big Sing (a combined schools' choral event) and choir performances for local elderly people.

Job Description - Violin Teacher (Junior School Strings Curriculum)

- A part time (Tuesdays and Wednesdays), permanent position to teach the Strings Scheme.
- To be actively involved in the co-curricular and broader life of the School.
- To carry out the professional duties of a teacher as circumstances may require and in accordance with the School's policies under the direction of the Head and the day-to-day line management of the Director of Music.

Duties and Responsibilities

Planning, Teaching and Class Management

- Teach violin, both to small groups and team teach larger groups.
 - Attend all relevant staff meetings, briefing and planning meetings.
 - Adhere to school policies and schemes of work in all areas of the curriculum taught.
 - Promote the school's Learning Dispositions and encourage pupils to think and talk about their learning, develop self-control and independence, concentration and perseverance, and listen attentively.
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- Identify clear teaching objectives and specify how they will be taught and assessed, using success criteria for each lesson.
 - Set tasks which challenge, inspire pupils and create opportunities for higher order thinking.
 - Help to identify and support SEND, bilingual, EAL and very able pupils.
 - Provide clear structures for lessons maintaining pace, motivation, interest and challenge.
 - Make effective use of assessment and ensure coverage of programmes of study.
 - Maintain discipline in accordance with the school's procedures and encourage good practice with regard to punctuality, behaviour and standards of performance.
 - Ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught
 - Evaluate own teaching critically to improve effectiveness.
 - Provide a stimulating learning environment through displays of work and choice of learning and teaching resources.
 - Embrace established teaching and learning cultures and initiatives that are promoted within the school and marry these with their own style.
 - Liaise with the Director of Music and other music staff to support the delivery of the curriculum.
 - Accompany school trips when required.
 - Support musical events within the school, notably concerts, class assemblies, church services, Year 6 Play, etc.

Pastoral Care

- Promote the safeguarding, welfare and safety of all pupils at all times.
- Adhere to school pastoral, welfare and safeguarding policies and procedures.
- Be proactive with and available for consultation by parents, by appointment, at the earliest convenient time maintain notes regarding pupil concerns and incidents on the school's database.
- Liaise with form tutors regarding concerns about pupils.

Monitoring, Assessment, Recording, Reporting

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching.
- Assess and monitor pupils' development and set targets for progress.
- Prepare and present informative reports to parents and attend parent consultations.

Duties and Extra-Curricular

- Cover lessons as timetabled by the Deputy Head.
- Carry out break and lunch time duties as directed.
- Be involved in assessment and pupil recruitment events as expected of all staff, e.g. Open Day, assessment days on non-school days, which sometimes fall on a Saturday.
- Be involved in special school events outside regular school hours such as Founder's Day, the Year 6 play, Infant Nativity, etc.
- Contribute to the co-curricular life of the school by offering a club (or more) each term.

Curriculum Development and Professional Development

- Contribute to the whole school's planning activities.
- Understand the relevant areas of the National Curriculum.
- Attend pre-term staff INSET.
- Attend appropriate courses and training to further professional development, including first aid training.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

Person Specification

The successful applicant should:

- Understand and espouse child protection practice and be committed to safeguarding and promoting the welfare of children.
- Be suitably qualified and/or experienced to teach strings to small and larger groups with the ability to teach individuals too. This role could suit a classroom music teacher with a specialism for strings playing or a strings VMT with some experience of group teaching.
- Have experience of, or enthusiasm for, learning about Kodaly practice within the Alleyn's Junior School music curriculum.
- Be committed to the values of Alleyn's and independent education and be willing to play a full part in the life of the school.
- Understand the particular needs and concerns of this age group, their parents and those who teach at this level and enjoy working with this age group.
- Promote fairness and equality of opportunity amongst the children and believe passionately that all children should be valued equally.
- Be a good listener with children and adults, open and approachable.
- Be flexible whilst adhering steadfastly to important principles.
- Display initiative, creativity and a growth mindset.
- Have a high level of personal organisation.
- Possess determination, enthusiasm and stamina.
- Communicate confidently with parents.
- Be positive and motivated.
- Show integrity.
- Be able to work under the leadership of the Head and SMT as well as be able to work collaboratively with colleagues, notably the Director of Music, Strings Team and other members of the Music Department.
- Present high standards of appearance at all times in keeping with the profession.

Working at Alleyn's

We have our own competitive salary scale

Some fee remission is available for children of permanent members of staff attending Alleyn's Senior and Junior Schools, subject to meeting the admissions criteria, and is a non-taxable benefit. There is also some fee remission available at Dulwich College and James Allen's Girls' School, though the terms and conditions are different, and it is a taxable benefit.

There are also many other staff benefits, not limited to but including:

- free lunches
- use of the sports facilities
- discounts with various local shops and businesses
- discounted private healthcare
- free eye tests
- access to the cycle to work scheme



Arrangements for the Appointment

Applications

The application form can be downloaded from our website, www.alleyns.org.uk/jobs. Candidates should complete all sections of the form and submit it together with a completed Equal Opportunities Monitoring Form, full CV and covering letter. Please address your covering letter to the Junior School Head, Mr Simon Severino, explaining in your letter why you are interested in this particular position at Alleyn's Junior School and why you think it would suit you at this time in your career. All documents should be emailed to juniorschool@alleyns.org.uk. Alternatively, they can be posted to Mr Simon Severino Head, Alleyn's Junior School, Townley Road, London, SE22 8SU.

The deadline for applications is **midday on Monday 9 May 2022**.

If you have any questions, please contact the Junior School Administrator by email at juniorschool@alleyns.org.uk or by phone on 020 8557 1519.

Interviews and Appointment

Interviews are planned for the week beginning 16 May 2022, and further details will be sent to invited applicants. Please note that references will be taken up before the interviews.

Safeguarding Checks

Alleyn's School is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

Equal Opportunities

Alleyn's School is an Equal Opportunities employer and welcomes applications for all posts from appropriately qualified persons regardless of age, disability, ethnicity, gender, marital status, sexual orientation, religion or belief.



Dulwich

Located in Dulwich, South London, we are 20 minutes by train from central London and perfectly located for exploring the city. Dulwich, however, has managed to remain leafy and green with several great parks and Dulwich Woods all on our doorstep.

East Dulwich and Peckham are exciting and vibrant with lots of independent shops, restaurants and bars, as well as a Picture House cinema and some really useful larger chains, while the pace of life in Dulwich Village is a bit slower but still buzzing with life, especially at weekends.

We are lucky enough to count several excellent state and independent schools close by, as well as Dulwich Picture Gallery and the fabulous Dulwich Festival, showcasing local artists (including writers, actors and musicians).





www.alleyne.org.uk