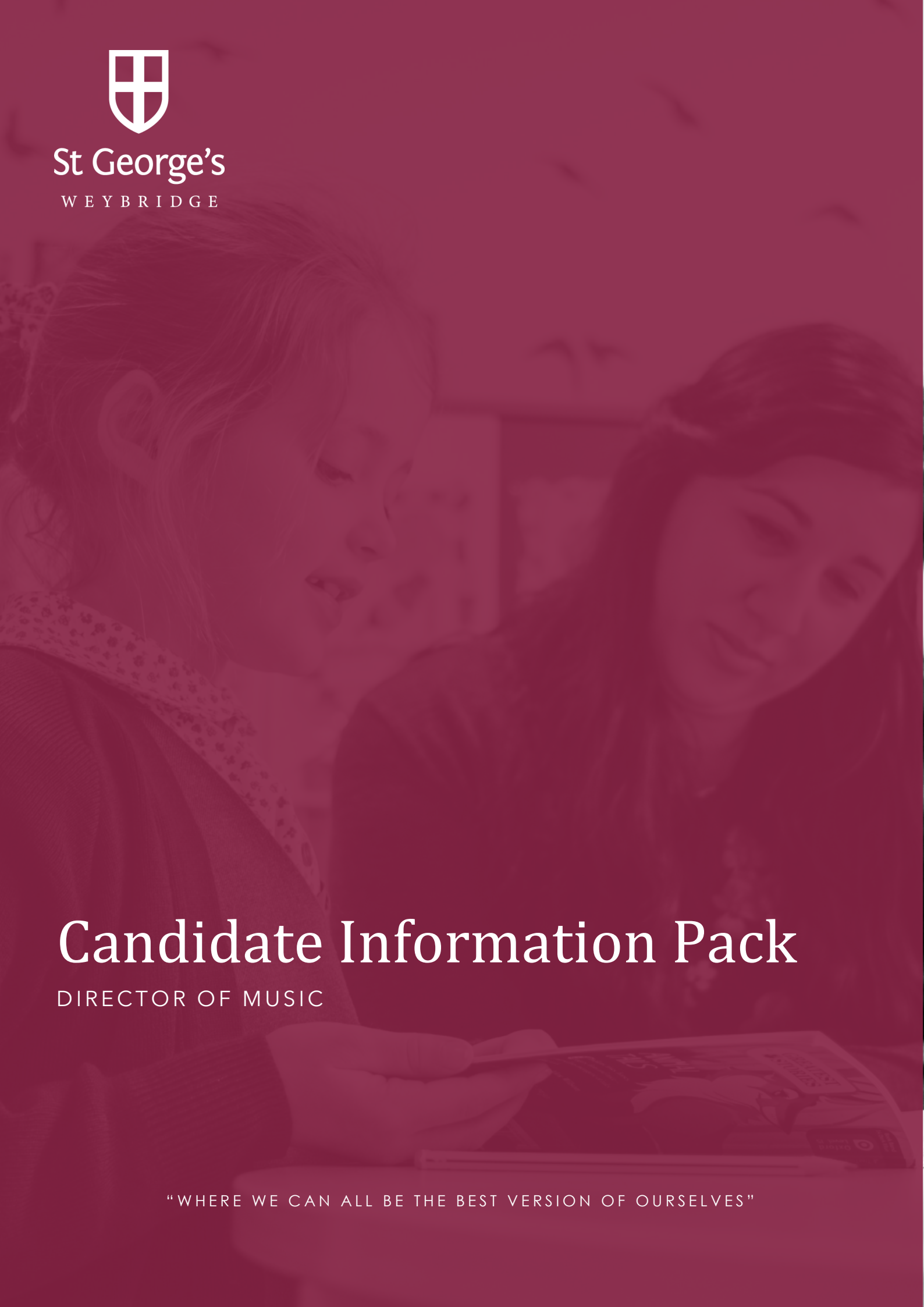
St George's
WEYBRIDGE



Candidate Information Pack

DIRECTOR OF MUSIC

"WHERE WE CAN ALL BE THE BEST VERSION OF OURSELVES"

About St George's Weybridge

St George's Weybridge is a leading independent co-educational Catholic day school in Surrey for girls and boys aged 2-18.

Founded in 1869, with its distinctive Josephite ethos, St George's Weybridge has become the largest independent Catholic school in the country. Academically autonomous, the Junior School and College work together as one school, educating around 1,600 students across the two school sites. Both Schools had full ISI inspections under the new framework in March 2024, and were rated fully compliant in all areas.

St George's Weybridge is proudly and unequivocally a 2-18 co-educational school where children can learn and grow into kind, polite, respectful adults. There is a perfect balance between the Junior School and the College, between academia, creativity and sport. Most important, though, is the perfect balance between the three fundamental intelligences listed here. Together, these are what make St George's unique – and what makes the children who leave us exceptional.

The distinctive ethos upheld by St George's encourages a strong sense of family where all students are valued and encouraged to fulfil their potential in an atmosphere of mutual respect and compassion. This atmosphere is extended to all families, our alumni (Old Georgians), staff, the local community and the wider world.

St George's Weybridge welcomes students from a variety of Christian denominations - it is inclusive of all faiths and none. It is our wish that during their time at St George's, our boys and girls will grow up within a community where Christian beliefs and principles are a guide for all that we do. This is evident in the liturgical life of our Schools and in the many ways we have of reaching out beyond our community. Thank you for your interest in joining the staff at St George's Weybridge. We are delighted that you are considering working at our School.









Working at St George's Weybridge

At St George's Weybridge, we employ a number of full and part time staff in a wide range of teaching and business posts. Our salaries are competitive and we offer a range of excellent employee benefits. Staff will undertake a full induction programme on joining St George's, and continuous professional development is actively encouraged and supported.

St George's Weybridge prides itself on offering a harmonious and supportive environment for all staff and the Josephite ethos of "Coming home to school" is experienced not only by our pupils but extended also to our staff. We have clear policies on equal opportunities and do not tolerate any form of harassment or bullying.

Facilities

The grounds of St George's Weybridge are stunning, with the College sitting in 100 acres of park land and the Junior School on a 80 acre site. Both schools are supported by great road and public transport links.

The facilities offered at both schools are exceptional with many more exciting developments underway. Recent developments include:

- Activity Centre - a 6-court sports hall, climbing wall, fitness suite, dance studio, and flexible multi-use spaces.
- The Ark – a dedicated space for our Early Years pupils including modern classrooms and resource areas, IT suite, assembly room, and outdoor learning areas.
- College Science Block – providing first-class science teaching facilities, as well as modern preparation rooms.

"Since the first day, I've been made to feel very welcome which has enabled me to settle in very quickly. I am really happy that I now consider myself to be part of the Georgian family". *Lauren*

"Staff re friendly, approachable, helpful and patient, and demonstrate professionalism and passion in their work. Thank you for this opportunity". *Martin*

Recently leaving a FTSE 100 company after 16 years to join St George's Junior School was unnerving at first, however it has been the best decision I've made by far! The excellent capabilities of all the staff and wonderful facilities encourage the pupils to thrive. This in turn pushes me to stretch my strengths and abilities. The warm and welcoming culture here motivates me to always give my best!"

Leila



The Role

Job Title:	**Director of Music**
Line Manager:	**Assistant Head (Operations & Digital)**
Responsible to:	**Headmaster**
Salary:	**Competitive salary**
Hours:	**Full Time**
Contract:	**Permanent**

Summary of the role:

St George's Junior School seeks an outstanding, inspirational Director of Music to lead its thriving department from April 2027. Music sits at the heart of School life: in the classroom, in worship, and in concerts and productions.

The Director of Music teaches class music from Nursery to Year 6, directs the choirs and ensembles and oversees instrumental and vocal tuition, so every pupil enjoys making music and is supported and challenged to be the best version of themselves.

We are a Catholic school with a Josephite ethos that welcomes pupils of all faiths and none, and we are seeking a leader who will bring our values of Hospitality, Politesse, Douceur, Pastoral Care and Inclusiveness to life through music.

This full-time, permanent post is based at the Junior School. The Director of Music reports to the Assistant Head (Operations & Digital), is responsible to the Headmaster, and line manages the Music Teachers, Visiting Music Teachers (VMTs), and the Music Administrator.

Main duties & responsibilities:

The Director of Music is responsible for the smooth day-to-day running of the Music Department and will:

Leadership and Management

- Create, implement, and review an inclusive music strategy linked to the School Development Plan, with an annual department plan and self-evaluation.
- Line manage and develop the Music Teachers, VMTs, and Music Administrator, with regular department meetings and professional reviews.
- Quality-assure VMT teaching and work with the Music Administrator on VMT timetabling, registers and communication with parents, ensuring every VMT has completed a safeguarding induction and vetting.
- Help induct new members of the department with the Assistant Head (Operations & Digital).
- Work with the Director of Music at St George's College on Year 6 transition, joint events and shared expertise.

The Role cont.

- Manage the music budget and the inventory of instruments and equipment, including servicing, piano tuning, repairs and loans.
- Attend Curriculum Leader meetings, contribute to curriculum development, recommend professional development to the Senior Leadership Team and share developments in music education with colleagues.

Curriculum, Teaching and Learning

- Teach class Music across the EYFS and Key Stages 1 and 2.
- Plan and lead a stimulating, well-sequenced curriculum for Nursery to Year 6.
- Set high expectations so that all pupils are challenged, make strong progress and enjoy their lessons, working with the SENDCo to include every learner and nurturing gifted musicians.
- Use music technology, including the shared pupil iPads, for composition, recording and performance.
- Maintain an inspiring learning environment, including displays of pupils' music.
- Monitor progress with the Deputy Head (Academic), Heads of Year, the SENDCo and Group Tutors; complete Grade Cards, reports and attend Parents' Evenings as required.

Instrumental and Vocal Tuition

- Organise the Year 3 Instrumental Scheme with the VMTs and the Music Administrator, and encourage pupils to continue lessons beyond it.
- Oversee individual instrumental and vocal lessons, with rotating timetables that keep time missed from class to a minimum.
- Co-ordinate graded music examinations, including entries, accompaniment and exam days.
- Create regular performance opportunities, such as recitals, informal concerts and open lesson weeks.
- Advise families on instruments and lessons, and support applications for senior school music awards, including at St George's College.

Choirs, Ensembles and Performance

- Inspire, direct and develop the choirs and ensembles.
- Accompany on the piano for assemblies, hymn practice, concerts, services and productions.
- Manage a varied programme of concerts, services, productions, festivals, competitions and music clubs.
- Provide the musical direction for year-group productions and Nativities.
- Organise visiting musicians and ensembles for workshops and demonstrations in school.
- Develop outreach with local parishes and the wider community.
- Plan events with the Assistant Head (Operations & Digital), including the calendar, venues, rehearsals, staffing and risk assessments.

The Role cont.

Liturgical and Spiritual Life

- Work with the Chaplain and the RE team to plan and lead music for Masses, liturgies, services and assemblies through the liturgical year.
- Lead regular hymn practice and build a repertoire of hymns suitable for children.
- Prepare pupils to lead music in worship with reverence and confidence.
- Contribute music to joint occasions with St George's College.

Communication with Parents and the Wider Community

- Keep parents informed about the curriculum, tuition, events and pupils' progress via My School Portal.
- Celebrate pupils' achievements in assemblies, newsletters, the website and social media, working alongside Marketing.
- Attend Open Mornings, Parents' Evenings, Carol Services and other events as required.

Whole-School Responsibilities

- Support the Headmaster in promoting the Catholic, Josephite ethos of the school.
- Carry out duties and attend staff meetings, INSET and whole-school events as required.
- Promote equality and inclusion and follow school policies.
- Take responsibility for your own professional development.
- Undertake any other reasonable duties requested by the Headmaster.

This job description sets out the main duties of the post. It is not exhaustive, and it may be reviewed and amended after discussion between the Headmaster and the post-holder.

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

Person Specification

The successful candidate will be able to demonstrate the following:

Essential Criteria

- An excellent, versatile musician who leads, conducts and accompanies confidently on the piano, including strong sight-reading.
- A degree in music or a closely related subject.
- At least three years' successful experience of teaching music to primary-aged children, with a proven track record of exceptional class teaching that engages pupils of all abilities.
- Experience of directing choirs and instrumental ensembles to a high standard.
- The ability to deliver an inclusive music strategy that widens participation and stretches and challenges all pupils.
- An exceptional, committed leader and an outstanding role model for pupils, colleagues, and parents.
- Highly organised, calm under pressure and attentive to detail, with strong administrative skills.
- A warm, collaborative approach, and the ability to build highly positive relationships with all members of the school community.
- A willingness to take a full part in School life, including evening and weekend events.
- A commitment to the Catholic, Josephite ethos of St George's.
- A commitment to safeguarding and promoting the welfare of all children.

Desirable Criteria

- Qualified Teacher Status (QTS) or equivalent.
- Experience of leading music provision and managing Visiting Music Teachers.
- Experience of choral and liturgical music, and familiarity with the Catholic liturgy.
- An understanding of teaching music in the EYFS.
- An understanding of independent education and its high expectations.
- Confident use of music technology, including iPads, in teaching and composition.
- Experience of preparing pupils for graded exams, Music Scholarships, festivals and competitions, and of arranging music for children's voices and ensembles.

Benefits (Non-Contractual)

Pension



Subject to meeting the qualifying conditions, all Staff are automatically enrolled in our workplace pension scheme, currently provided by Aegon. St George's Weybridge offers the option of flexible levels of employee contribution made via Salary Exchange. Employer contributions are competitive and reviewed regularly to maximise the future financial wellbeing of our staff. Full details are available from the HR Team.

Flexible Working



Depending on the nature of your role, we will consider flexible working arrangements as a way to meet your needs as an employee. This can include flexible start and finish times, compressed hours, working from home or working part time.



Medical Support and Employee Assistance Programme

The Benenden Cash Plan provides support with everyday healthcare by providing money back on routine healthcare costs, as well as an Employee Assistance Programme including a free confidential counselling helpline available 24/7.

Holiday Camps & Local Retailer Discounts



Discounts are available to all permanent staff for Junior School wraparound care, in the Georgian Shop, for holiday camps and activities hosted at St George's Weybridge. In addition, a number of local shops and retailers offer discounts to staff at St George's.



Fee Remission

Staff may be eligible for School Fee Remission for their child(ren) joining either St George's College or St George's Junior School after the date employment commences. Eligibility for Fee Remission ends once an application for a full-fee paying place has been made, unless employment has already commenced. The children of employees are subject to the same admissions assessments as other children and employment in no way guarantees that an offer of a place for your child will be made. The entitlement commences from the beginning of the first full term in which the child(ren) join either School and is not contractual. Full details of the scheme are available from the HR Department.

Life & Personal Accident Insurance



Life insurance is provided through MetLife or Teachers Pensions, whereby a named beneficiary would be eligible to a multiple of annual salary. In addition, insurance is in place in the event of an accident leading to permanent disability or injury.



Meals & Parking

Staff are provided with lunch in the dining room, as part of the Student Supervisory Policy. Parking is provided free of charge when at the College campus.



Employee Loans

Staff can apply for interest free loans in the case of hardship or for training, travel costs or purchase of a bicycle.

Conditions of Employment

Initial Period of Employment

Teaching Staff: Three Months

During the Initial Period of Employment, sick pay will be paid in accordance with current legislation.

Notice Period

Four weeks on either side during the Intitial Period of Employment, thereafter, a term and a half.

Pre-Employment Vetting Checks

It is a condition of employment at St George's Weybridge that every applicant who accepts the offer of a job will be subject to criminal background checks through the DBS and will be required to provide documentary evidence to confirm their identity and right to work in the UK. The checks will be carried out at the School's expense. References will be taken up, including those from current and previous employers.

Safeguarding Children

The post-holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom he/she is responsible, or with whom he/she comes into contact, will be to adhere to and ensure compliance with the Safeguarding Policy Statement 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 he/she must report any concerns to the Head and/or Designated Safeguarding Lead.

Dress code

Staff are expected to wear smart business dress and conform to the St George's Dress Code. These norms are relaxed during school holiday time and INSET.

Additional Working

There is a requirement for attending Open Mornings, Carol Services, and on occasion, Prize Giving and evening events as may arise from time to time.

Place of Work

The post-holder will be based at the Junior School with an expectation of flexibility, when required, to work at the College.

Data Protection and Confidentiality

The post-holder will ensure Data Compliance regulations are upheld, including being familiar with current data protection legislation and associated School Privacy Notices and undertaking relevant training in data protection.

No Smoking Policy

St George's College and St George's Junior School operate a no smoking policy.

How to Apply

To find out more about the post or the school, in the first instance please contact Paul Saunders, Assistant Head (Operations & Digital) for a confidential discussion:

Email: psaunders@stgeorgesweybridge.com

Applications are encouraged as early as possible via the Apply Online button on the Current Vacancies page of our website.

Key dates

Closing date for applications:

Monday 23 November 2026

Interviews:

w/c 30 November 2026

Please note applications may be reviewed upon receipt, and candidates may be invited to interview before the closing date.

Please note that before making an application for any vacancy at St George's you should familiarise yourself with our Privacy Notice, Safeguarding Policies, Recruitment Policy, DBS Code of Practice and Associated Policies which are available at: https://www.stgeorgesweybridge.com/careers

St George's Weybridge is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo screening appropriate to the post, including checks with past and current employers and the Disclosure and Barring Service.

As an Equal Opportunities Employer and a registered Educational Charity, we promote a diverse and inclusive community – our "Georgian family" inspires everyone to be the very best version of themselves and to succeed on individual merit. We offer inclusive employment policies, flexible working arrangements, staff engagement forums and benefits to support all staff.









STGEORGESWEYBRIDGE.COM