

JOB TITLE: TEACHER OF MUSIC

RGS SURREY HILLS SCHOOL INFORMATION FOR CANDIDATES

Role commences: September 2026



RGS SURREY HILLS



RGS SURREY HILLS SCHOOL

Welcome to RGS Surrey Hills, a school shaped by heritage, ambition and exceptional standards. We are a values driven community looking to work with people who enjoy building exceptional relationships with pupils, staff, parents and our wider stakeholder network.

RGS Surrey Hills is a thriving co-educational day and boarding school for 450 students aged 11–18. We have opened a new chapter in our educational journey, having joined the Reigate Grammar School (RGS) Group of Schools, a global family of leading independent schools committed to excellence, opportunity and community.

RGS Surrey Hills was founded in 1959 by educational pioneer Roy McComish, who developed ideals of academic curiosity, character development and global citizenship. As a founding member of the internationally respected Round Square organisation, we remain deeply committed to these values today, nurturing not only the minds of our students, but also their confidence, compassion and sense of purpose. Rooted in Kurt Hahn's IDEALS (Internationalism, Democracy, Environmentalism, Adventure, Leadership and Service), our school embraces learning both inside and beyond the classroom.

RGS Surrey Hills offers a vibrant and inclusive community where every child is known and valued. Students join us from across Surrey, Sussex and the surrounding areas, as well as from over 30 countries around the world. Our modern, flexible boarding provision welcomes full, weekly and flexi boarders into beautifully appointed houses, enabling families to choose what works best for them. Whether day or boarding, every student becomes part of a warm, diverse environment that celebrates individuality and encourages belonging.

Academic ambition runs hand-in-hand with pastoral strength. We offer both A Levels and the International Baccalaureate Diploma Programme in the Sixth Form, as well as B-Tec qualifications - enabling each young person to follow a pathway that suits their strengths and aspirations. From dynamic science labs and drama productions to student-led sustainability projects, outward-bound challenges, and Round Square conference and exchanges, every learner is encouraged to explore their interests, discover their voice and contribute meaningfully to the world around them.

We are also proud to be a member of HMC, the professional body of the UK's leading independent schools: a reflection of the quality, ethos and aspiration that define RGS Surrey Hills.

As part of the wider Reigate Grammar School Group, we benefit from collaboration, shared expertise and enhanced opportunities – while maintaining our distinctive character as a small school with big horizons.





JOB DESCRIPTION

Reporting to: Director of Music

Hours: Full-time or part-time (to be agreed)

JOB PURPOSE

To inspire a love of music across the school through high-quality classroom teaching, performance opportunities and co-curricular activities. The successful candidate will be a passionate and energetic teacher who places pupils at the centre of their practice, helping students to develop confidence, creativity and musical excellence.

As part of a small but ambitious Music department within a larger Arts Faculty, the postholder will play a key role in developing and growing the music provision, raising participation and creating a vibrant musical culture throughout the school community.

KEY RESPONSIBILITIES

Teaching and Learning

- Deliver engaging and inspiring Music lessons across the age and ability range.
- Plan and teach lessons that challenge, support and motivate all learners.
- Assess, monitor and report on pupil progress in line with school expectations.
- Foster a positive classroom environment where pupils feel confident to perform, create and take risks.
- Promote high standards of achievement, participation and musical enjoyment.
- Support pupils in preparing for public examinations where appropriate.

Co-Curricular Music

- Contribute to the development of a vibrant and inclusive co-curricular music programme.
- Lead and support ensembles, choirs, bands and performance groups.
- Encourage participation from pupils of all abilities and backgrounds.
- Identify and nurture musical talent whilst ensuring broad access to opportunities.

Events and Performances

- Organise and support concerts, showcases, assemblies, productions and community performances.
- Work collaboratively with colleagues across the Arts

Faculty to deliver high-quality events.

- Help develop a calendar of musical opportunities that celebrates pupil achievement and raises the profile of music within the school.
- Support school events where music plays a central role, including Open Events, Celebration Evenings and community activities.

Curriculum Development

- Contribute to the ongoing development of the Music curriculum.
- Maintain high-quality schemes of work, resources and assessment materials.
- Keep abreast of developments in music education and incorporate innovative approaches where appropriate.
- Support the growth and strategic development of Music within the school.

Pastoral and Community Responsibilities

- Promote the wellbeing, safeguarding and personal development of all pupils.
- Act as a tutor and contribute to the wider pastoral life of the school if required.
- Build positive relationships with pupils, parents and colleagues.
- Support the school's values and contribute positively to the wider life of the community.

Professional Responsibilities

- Attend departmental, faculty and staff meetings as required.
- Participate fully in appraisal, professional development and training opportunities.
- Undertake duties and responsibilities expected of a teacher within an independent school environment.
- Maintain high standards of professionalism, organisation and communication.



JOB DESCRIPTION CONTINUED

PERSON SPECIFICATION

The successful candidate will demonstrate:

Essential

- Qualified Teacher Status or equivalent experience.
- Strong subject knowledge and enthusiasm for Music.
- Excellent classroom practitioner with high expectations of pupils.
- Ability to inspire and motivate young people.
- Strong organisational and administrative skills.
- Ability to plan and deliver successful musical events and performances.
- Excellent communication and interpersonal skills.
- Commitment to safeguarding and promoting the welfare of children.
- Willingness to contribute fully to the wider life of the school.

Personal Qualities

- Energetic, enthusiastic and positive.
- Student-centred and relationship-focused.
- Organised, efficient and reliable.
- Creative and forward-thinking.
- Flexible and collaborative.
- Calm under pressure and able to manage multiple priorities.
- Strong team player who enjoys working within a small department and a wider Arts Faculty.
- Ambitious for pupils and passionate about developing music provision.

Desirable

- Experience of directing choirs, bands or ensembles.
- Experience of organising concerts, productions or large-scale events.
- Ability to teach Music across a broad age range, including examination classes.
- Experience within the independent school sector.
- Accompaniment skills and/or proficiency on multiple instruments.

In addition to this teaching role, there is an opportunity for the successful candidate to undertake the role of House Parent. Candidates interested in combining teaching responsibilities with pastoral boarding duties are encouraged to indicate this in their application. Full details of the House Parent role are provided below.

HOUSE PARENT

Reporting to the Director of Boarding and Global Partnerships, this person plays a pivotal role in creating a safe, welcoming and nurturing boarding environment.

The successful candidate will provide outstanding pastoral care, lead and develop the boarding team, and ensure that every pupil feels valued, supported and challenged to achieve their potential.

This is a highly rewarding role for an individual who is passionate about working with young people and who thrives within a busy and vibrant boarding community.

KEY RESPONSIBILITIES

Pastoral Leadership

- Create a warm, supportive and inclusive boarding environment where pupils feel safe, happy and able to thrive.
- Build strong relationships with pupils and develop a detailed understanding of their individual needs.
- Support pupils' personal, social and emotional development.
- Promote high standards of behaviour, conduct and mutual respect.
- Develop pupil leadership opportunities within the boarding community.

Safeguarding and Welfare

- Take responsibility for the welfare, safety and wellbeing of all pupils within the house.
- Ensure boarding provision meets the requirements of the National Minimum Standards for Boarding Schools.
- Maintain robust safeguarding procedures and ensure all staff understand their responsibilities.
- Work closely with pastoral leaders, medical staff and external agencies where appropriate.

Boarding Operations

- Lead the day-to-day operation of the boarding house.
- Establish clear routines and expectations that support pupil wellbeing and independence.
- Ensure appropriate supervision arrangements are in place at all times.
- Maintain high standards of housekeeping, presentation and care of facilities.
- Manage boarding budgets and resources effectively.



Communication and Partnership

- Develop positive and productive relationships with parents and guardians.
- Maintain accurate records relating to pupil welfare, behaviour and progress.
- Work collaboratively with academic, pastoral and operational colleagues across the school.
- Contribute positively to the wider life of the school and boarding community.

Compliance and Quality Assurance

- Support inspection preparation and compliance activity.
- Ensure boarding policies and procedures are implemented consistently.
- Promote a culture of continuous improvement within the house.

PERSON SPECIFICATION

The successful candidate will demonstrate:

Essential

- A genuine commitment to the wellbeing and development of young people.
- Excellent interpersonal and relationship-building skills.
- Strong organisational and administrative abilities.
- The ability to lead, motivate and support others.
- Resilience, flexibility and sound judgement.
- Excellent communication skills with pupils, parents and colleagues.
- A commitment to safeguarding and promoting the welfare of children.
- The ability to contribute positively to a boarding community.

Desirable

- Previous experience within a boarding environment.
- Experience of pastoral leadership.
- Knowledge of National Minimum Standards for Boarding Schools.
- Experience of managing staff or leading teams.

Personal Qualities

- We are seeking someone who is:
- Warm, approachable and compassionate.
- Calm under pressure.
- Professional and highly organised.
- Energetic and resilient.

- Positive, proactive and solution-focused.
- Possessed of a good sense of humour.
- Committed to working collaboratively as part of a team.

PROFESSIONAL RESPONSIBILITIES

- All staff are expected to:
- Support the ethos and values of RGS Surrey Hills and the RGS Family of Schools.
- Uphold the highest standards of professionalism and conduct.
- Maintain positive relationships with pupils, parents and colleagues.
- Take responsibility for health and safety within their area of work.
- Safeguard and promote the welfare of children and young people.

BOARDING ACCOMMODATION

The successful candidate will be provided with residential accommodation and associated benefits in line with the terms of employment.

Further details will be provided at interview.



FURTHER INFORMATION

TERMS AND CONDITIONS

- RGS Surrey Hills has its own salary scale which is above the national scales.
- Lunch is provided free of charge during term time.
- Successful applicants will be required to make an enhanced disclosure to the Disclosure and Barring Services and to complete an Online Pre-Placement Medical Questionnaire.
- All shortlisted candidates will be required to complete a 'Suitability to work with children: self-declaration form'. This form must be completed, signed and returned to HR prior to the interview taking place.

SAFEGUARDING

This role will involve contact with children. The Reigate Grammar School Group is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All applicants should read the school's safeguarding policy (available on our website) and are required to declare any criminal convictions, cautions or disciplinary proceedings related to young people. Applicants must be willing to undergo child protection screening appropriate to the post including checks with past employers and the Disclosure and Barring Services. Full details are given on the application form.

The post is exempt from the Rehabilitation of Offenders Act 1974 and the School is therefore permitted to ask job applicants to declare all convictions and cautions (including those which are "spent" unless they are "protected" under the DBS filtering rules) in order to assess their suitability to work with children.

EQUAL OPPORTUNITIES

The Reigate Grammar School Group is an equal opportunities employer and welcomes applications from appropriately qualified persons from all backgrounds. We are dedicated to creating and sustaining an environment that values individuality and difference and celebrates the diversity of both staff and pupils by fostering perseverance, tolerance and integrity. We believe in equal opportunity for everyone, irrespective of age, disability, gender, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sexual orientation or socio-economic background.

Candidates will be assessed against relevant criteria only (i.e. skills, qualifications, abilities, experience) in selection and recruitment. We know that more diverse teams are stronger teams, and that the more inclusive we are, the more our staff and pupils will feel a sense of belonging and will thrive.

APPLICATIONS

Applicants are asked to complete the Teaching Application Form and Supplementary Form (which are also available on our website) and send them with a supporting statement addressed to the Headmistress as soon as possible and by 4.00pm on Wednesday 1 July 2026 at the latest. Please do not send a separate curriculum vitae. Applications will be considered in the order in which they are received, and the school reserves the right to make an appointment prior to the closing date. Shortlisted candidates will be invited for interview.

Within your application letter we would be grateful if you could indicate where you saw this position, whether it was from the TES or another source.

Applications should be addressed to The Headmistress and sent (by email or letter) to the address below.

Ms Hayley Robinson

Old London Road

Mickleham

Dorking

RH5 6EA

01372 373382

hadmin@rgs-surreyhill.org



SCHOOL LOCATION AND DIRECTIONS

Our 26-acre site surrounds Dalewood House, a striking Victorian manor built in 1883, and offers a peaceful, spacious setting where students can learn, explore and grow. Located just outside the village of Mickleham and minutes from Dorking and Leatherhead, RGS Surrey Hills enjoys easy access from the A24 and M25 and is well connected by road and rail.

The campus includes:

- Specialist subject classrooms and science labs
- Creative Art and Design studios
- Performance and rehearsal spaces for music and drama
- Dedicated Sixth Form Centre and social study areas
- Modern boarding houses with a range of flexible options
- High ropes course and outdoor adventure facilities
- Extensive playing fields for rugby, football, and cricket
- On-site café-style Dining Hall and student common areas

As a school committed to holistic education, our facilities support learning far beyond the classroom, from co-curricular enrichment to weekend activities and boarding life. Further investment and planning are also underway to enhance our sports and co-curricular provision in line with our growth.

By Road

RGS Surrey Hills is located on the A24, approximately five minutes from Junction 9 of the M25. The school entrance is clearly signposted just south of Mickleham village, between Dorking and Leatherhead.

Postcode: RH5 6EA

By Rail

The nearest mainline stations are Dorking and Leatherhead, both with regular services to London Waterloo, London Victoria and the south coast. Dorking station is a 5-minute drive from the school, while Leatherhead is approximately 10 minutes away by car or taxi.

By Bus

The 465 bus route between Kingston and Dorking stops in Mickleham, just a 1-minute walk from the school. Other local bus routes connect the surrounding villages and towns, including Leatherhead and Guildford.

WHAT3WORDS

Main Reception: campus.ridge.crest

