



MHS
Reigate

**MUSIC/DRAMA TEACHER
CANDIDATE PACK**

Moon Hall School is a leading independent day school in Reigate for bright dyslexic children aged 7-16. We are specialists in teaching pupils with specific learning differences and provide tailored education that nurtures confidence, creativity and academic success. We pride ourselves on:

- Outstanding pupil support and small class sizes
- A nurturing, warm and inclusive atmosphere
- Innovative teaching practices and a commitment to pupil wellbeing
- Nationally recognised leadership in dyslexia education
- A vibrant and growing school community with exciting future development - including sixth form, international centres and CPD training hubs

Moon Hall is not just a school - it is a movement to reshape the way we see learning differences.

MOON HALL

INTRODUCTION



Moon Hall School's history started in 1985 when the school was set up by Mrs Berry Baker. Mrs Baker recognised that local schools were not able to provide an appropriate and positive environment for her eight-year-old dyslexic son. They did not have the knowledge required to help him and meet his specific learning needs; although a bright child, mainstream schools did not understand his learning style, and he had not responded well to their teaching methods or provision. Mrs Baker was already a qualified teacher and encouraged by a friend, also with a dyslexic child, she established a school in her own home, Moon Hall. Within four years she had twelve pupils, the maximum permitted for home teaching. With more applicants than places, a move was necessary. Mrs Baker and the other parents of the original Moon Hall students realised that the interests of the children would best be served if they could have all the skills of a specialist dyslexia school within mainstream education. Moon Hall School, Reigate is now well established on-site at Bury's Court and provides a full GCSE curriculum together with a wide range of sporting and other activities. Since the first lessons at the kitchen table, our ethos and values remain and over 1000 children have benefitted from a Moon Hall education. Our remit is to provide the environment, understanding and strategies to equip bright children with the confidence and ability to overcome the barriers they will face.

OUR AIMS AND ETHOS

Moon Hall School, Reigate provides a supportive school environment for dyslexic children where expectations for diligence and achievement are high. We enable our pupils to take full advantage of their intellect and talents by learning how to manage their dyslexia.

OUR VALUES

Our ethos is underpinned by the basic values of: Tolerance Courage Respect Resilience Integrity. We practise and teach our pupils these values as well as those of democracy, diversity and equal opportunity. We welcome pupils of all religions and of none. We know that in the right environment, with the right support and encouragement, all our pupils are capable of achieving their potential, both in their personal development and academically. Our pupils are girls and boys, aged 7-16, from many of the Southeast counties. The pupils are encouraged to embrace their wonderful and often creative way of thinking and celebrate - not fear - their dyslexia. Our school's primary purpose is to educate and support our pupils and to ensure their wellbeing. We can only achieve these objectives for our pupils with highly committed, professional staff. We aim to work as a collegiate organisation with mutual respect for and reliance on, the contribution made by each other. Our staff have the knowledge and expertise to help our pupils succeed and excel in the learning environment that we provide. As a school, we understand the difference and know how to make a difference.



JOB TITLE: Music/Drama Teacher

RESPONSIBLE TO: Head of Performing Arts

THE ROLE:

Reporting to the Head of Performing Arts, the Music/Drama teacher will deliver creative and engaging Music and Drama lessons across the school, as well as supporting with student performances across the academic year.

Key Responsibilities

Teaching and Learning:

- Plan, prepare and deliver high-quality Music/Drama lessons in line with the National Curriculum and school schemes of work.
- Teach Music/Drama across Key Stages 2-4, including GCSE Performing Arts if applicable.
- Adapt teaching to meet the needs of pupils with varying abilities, including those with SEN.
- Use a range of strategies to assess pupil progress and provide constructive feedback.
- Encourage student participation in both scripted and devised performance work.

Curriculum and Planning:

- Contribute to the development of the Music/Drama curriculum across all key stages.
- Integrate opportunities for cross-curricular links and cultural capital.
- Select and develop appropriate resources, including scripts, multimedia, and props.

Extra-Curricular and School Life:

- Lead or support extra-curricular Music/Drama clubs, theatre visits, or workshops.
- Direct or support school productions and performances (e.g., plays, showcases, festivals).
- Promote students' involvement in local or national Music/Drama events and competitions.

Pastoral and Professional Duties:

- Take responsibility for the welfare and progress of a tutor group or class, where required.
- Establish positive relationships with pupils and maintain a safe, orderly learning environment.
- Communicate effectively with parents and carers regarding student progress and achievements.
- Attend staff meetings, training days, and professional development sessions.
- Uphold and promote the school's values, behaviour policy, and safeguarding procedures.



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Staff Liaison

- Liaise closely with the SENCo to identify pupils' learning needs, contribute to IEPs where appropriate, and support assessments for prospective pupils.
- Work collaboratively with SEN staff to ensure lessons are adapted and delivered using the most effective strategies for individual learners.
- Maintain effective communication with parents, keeping the Headteacher informed of significant correspondence or concerns.
- Liaise with the SENCo, Headteacher, and Senior Leadership Team regarding pupils' pastoral and wellbeing needs.

Within the School

- Act as form tutor and carry out the duties associated with that role; provide a good role model
- Undertake a share of school duties as may reasonably be requested by the Headteacher; general, administrative, supervisory
- Take an active role in school life regularly contributing to the school's programme of extra-curricular activities
- Attend meetings and major school events, promoting the ethos and reputation of the school to pupils, parents and other external organisations

This job description contains an outline of the typical functions of the job and is not an exhaustive or comprehensive list of all responsibilities tasks and duties. The jobholder's actual responsibilities, tasks and duties might differ from those outlined in the job description and other duties commensurate with this level of responsibility may be either permanently or temporarily assigned as part of the job.

This job description is subject to review in line with the developing needs of the school.

Safeguarding

Our 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 an enhanced DBS Check (List 99, Declaration of Fitness to Work, Self Declaration). As an equal opportunity employer, we welcome applications from all sections of the community.

This post will be subject to an enhanced DBS Disclosure.





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RESPONSIBLE TO: Head of Performing Arts

SKILLS AND COMPETENCIES REQUIRED

ESSENTIAL

Qualified Teacher Status

Permitted to work in the UK

Degree in Music/Drama, Theatre Studies, or a related discipline.

Experience teaching Music/Drama to students at Key Stages 2-4.

DESIRABLE

Experience preparing pupils for GCSE Music/Drama or equivalent qualifications.

Skills in set design, lighting, sound, or other theatre production elements.

Involvement in youth theatre or community arts programmes.

Familiarity with digital tools for Music/Drama and performance.



GENERAL REQUIREMENTS

In accordance with the provisions of the Health and Safety at Work Act 1974 (as amended) and the Management of Health and Safety at Work Regulations 1999 (as amended) you must take reasonable care not to endanger yourself or other persons whilst at work. You comply with Moon Hall School's legal duties for Health and Safety. It should be noted that the above list of duties and responsibilities is not necessarily a complete statement of the duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.

Moon Hall School is committed to safeguarding and promoting the welfare of its pupils and expects all employees to share this commitment. Employees must, at all times, have regard to the need to safeguard and promote the welfare of children in line with the provisions of the Children Act 2004 (as amended) and Keeping Children Safe in Education (as amended) and be fully aware of, and understand, the duties and responsibilities that apply to their role in relation to these requirements. All employees must attend appropriate training in accordance with School and local Safeguarding Board stipulations

The logo for Moon Hall School (MHS) Reigate. It features a dark blue shield shape with a white border. Inside the shield, the letters "MHS" are written in a large, white, bold, sans-serif font. Below "MHS", the word "Reigate" is written in a smaller, white, sans-serif font.

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START DATE: SEPTEMBER 2026



GENERAL REQUIREMENTS

This 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.

Moon Hall School exists to provide a quality all round education for pupils aged 7 – 16 and is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Candidates must be prepared to undergo child protection screening and an Enhanced DBS check.

You will be required to provide proof of your identity, right to work in the UK and qualifications during the selection process. We may seek references on short-listed candidates that will include questions about past disciplinary actions or allegations in relation to behaviour with children and may approach previous employers for information to verify particular experience or qualifications before interview. We may also carry out online searches for shortlisted candidates.

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