

Visiting Jazz Piano Teacher Self-Employed, Part-Time, Term Time only

Whitgift is a leading independent day and boarding school for boys, with approximately 1500 pupils including over one hundred boarding pupils and flexi boarding pupils. It is set in an attractive 48-acre parkland site in South Croydon enjoying excellent links to London, Surrey and the south coast.

OUTLINE OF POST:

We are seeking to secure the services of an enthusiastic and well-qualified Jazz Piano teacher to join a vibrant and highly successful Music Department from October 2026. The post reports to the Director of Music.

MAIN DUTIES AND RESPONSIBILITIES:

- There are currently 17 pupils playing Jazz Piano in school. We are keen to accommodate more, and free taster lessons are provided and taken up throughout the year. There may also be regular work rehearsing an ensemble or playing in concerts
- Visiting music teachers are self-employed and invoice parents directly
- The current teaching rate, reviewed every September, is £250 for ten half hour lessons per term, though more advanced pupils will have longer lessons
- Teaching day is expected to be on the same day each week in order to maintain consistency for pupils
- Visiting music teachers are required to sign a Contract for Services and to hold public liability insurance of no less than £2 million
- Teachers are encouraged to enter pupils for music examinations, and there are three opportunities a year to enter pupils for Associated Board examinations in school
- Start date will be subject to the satisfactory completion of all pre-appointment checks and DBS Enhanced clearance
- No travel expenses are paid.

PERSONAL RESPONSIBILITIES

To carry out the duties and responsibilities of the post, in accordance with the School's Health and Safety Policy and relevant Health and Safety Legislation.

The John Whitgift Foundation is committed to safeguarding and promoting the welfare of young and elderly people in their care and expects all staff to share this commitment.

To comply with the Whitgift Equal Opportunities policy and to ensure positive relationships are upheld within the school community, through effective communication, in line with professional norms.

PERFORMANCE STANDARDS

To ensure that all services within the areas of responsibility are provided in accordance with the School's commitment to high-quality service provision.

This job description will usually be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties.

CONDITIONS OF SERVICE

The Visiting Jazz Piano teacher will work on a day to be agreed upon appointment, during term time only; this is to be confirmed. There will be an occasional requirement for flexibility with start and finishing times to meet the needs of the department or for school events throughout the year. Any changes will be mutually agreed in advance with your line manager.

Invoices for services provided will be addressed to parents of the pupils detailing the rate agreed by the school (including an invoice number, date, details of the services provided and total to be paid). You will be a self-employed, independent service provider and not an employee of Whitgift School (part of the John Whitgift Foundation) and therefore will be responsible for paying your own tax and national insurance contributions. This arrangement does not create any mutuality of obligation between the Service Provider and the John Whitgift Foundation. The Service Provider does not qualify for any benefits from the John Whitgift Foundation.

HM Revenue & Customs regulations require confirmation in writing of 'self-employment status' from all self-employed individuals, and appropriate verification records will be held by Whitgift School.

APPLICATION INFORMATION

We welcome applications from all parts of our community as we aspire to attract staff that match the social and cultural diversity of our student intake.

To apply, please visit www.whitgift.co.uk/vacancies. For any queries, please email Bhama Patel via b.patel@whitgift.co.uk or the Human Resources Department at SchoolHR@whitgift.co.uk.

We invite interested candidates to apply as soon as possible as applications will be reviewed on a daily basis, and interviews may take place at any time. This vacancy may close earlier than the stated deadline if sufficient applications are received, so early submission is encouraged.

Closing date: 8 October 2026

Interviews: Week commencing 12 October 2026

In line with Home Office requirements under the Immigration, Asylum and Nationality Act 2006, all successful applicants will be required to demonstrate their right to work in the UK by presenting original documents evidencing their identity and eligibility to work in person. Right to work checks may also be completed using the Home Office online right to work checking service (share code).

The School also requires sight of original qualification and professional membership documents as detailed in the application.

Whitgift School (part of the John Whitgift Foundation) is committed to safeguarding and promoting the welfare of young people and vulnerable adults and expects all staff and volunteers to share this commitment. Where applicable, applicants must be willing to undergo child protection screening including checks with past employers and the Disclosure and Barring Service, online media checks and overseas checks. It is an offence to apply for a role at the school if you know that you are barred from regulated activity with children.

All roles within the school involve contact with children and are therefore classed as regulated activity. Child protection and safeguarding are the responsibility of everyone who works or volunteers in our school. All staff must be committed to providing a safe environment for children and supporting the school's safeguarding ethos.

The post is exempt from the Rehabilitation of Offenders Act 1974. Applicants are required to declare all convictions and cautions, even those that are "spent" unless they are "protected" under the DBS filtering rules, to assess suitability to work with children. Shortlisted candidates will be asked to disclose information relevant to safeguarding prior to interview.

September 2026