



Information for Applicants

Teacher of French (and Spanish)

Required for September 2018



Battle Abbey School, High Street, Battle, East Sussex TN33 0AD

Tel: 01424 772385

www.battleabbeyschool.com

For further information please contact Mrs Alison Ambrose, HR Manager
at hr@battleabbeyschool.com (01424 772385)

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An aerial view of the Senior School



LETTER FROM THE HEAD

From: David Clark BA M Phil (Cantab)



Dear Applicant,

Thank you for your interest in the vacancy of Teacher of French (and Spanish).

We are looking to appoint a dynamic, enthusiastic, ambitious and inspirational French (and Spanish) teacher to join the Modern Foreign Languages (MFL) Faculty. We welcome applications from experienced teachers and from NQTs. The person appointed will work with the Head of MFL and other staff to ensure that the quality of teaching is at its very best, developing learning and teaching innovations in the subject. Equally important is a willingness to contribute to the development of the school's extra-curricular activities programme and our boarding community.

We are an independent, co-educational, day and boarding school, educating pupils from the age of 2 – 18 years. We accept pupils with a range of abilities and are very proud of their many and varied achievements, especially at GCSE and A Level. We also have an excellent reputation for creative arts.

Battle Abbey School celebrated its centenary in 2012 and has gone from strength to strength in recent years. We have achieved a managed growth in pupil numbers and have expanded our facilities with a new Sixth Form Centre and boarding house. I am also committed to maintaining the School's fundamental nature as a happy, family school. Our team is highly skilled and brings a wealth of experience and expertise with the aim that every child achieves their potential in whatever field that may be.

Battle Abbey offers its teachers special opportunities, which do not exist in larger schools, and this, combined with the enchanting Senior School location and the warm, good-humoured and supportive working atmosphere, makes this teaching post especially attractive.

I hope the information you find in this pack will help you in your decision to apply for this new post but if you have any questions, please contact the HR Manager, Mrs Alison Ambrose, on 01424 772385 or via email at hr@battleabbeyschool.com

I look forward to receiving your application.

Yours sincerely



THE MFL FACULTY

Battle Abbey School has a successful and committed MFL Faculty. There are currently three experienced and enthusiastic teachers offering qualifications in French and Spanish and two experienced part-time teachers offering Cantonese, Mandarin and Russian. Latin is offered at all levels as well as qualifications in Turkish, Greek, Arabic, Japanese, Italian and German. At present, we offer Spanish and French for all students up to GCSE and A level with a pass rate of 100%. AQA is the current exam board. The MFL Faculty consists of three language rooms in the main building together with additional teaching space in Martlet House, situated on Battle High Street.

Pupils in year 7 start with Spanish and French and continue with both languages up to year 9. At the end of Year 9 pupils are then able to choose which language they would like to study at Key Stage 4 and they also have the option to do more than one language up to GCSE. In Years 10 and 11 we teach the higher and foundation tier in accordance with the new 9-1 specification for MFL. Pupils also have the opportunity to opt for the Entry Level certificate in MFL within our curriculum.

The aims of the MFL Faculty are to encourage pupil curiosity, interest and enjoyment in the chosen language. We create an atmosphere where pupils wish to learn, so that they come to enjoy the chosen language, because they are active participants in it. Each pupil is encouraged to achieve his/her potential in a variety of situations, using all available resources appropriately, to ensure the highest level of achievement for each pupil. We promote positive attitudes to learning a foreign language and to speakers of that language, and a sympathetic approach to other cultures and civilisations. Pupils are encouraged to work independently and as part of a team in varied activities, so as the chosen language contributes to the development of core skills such as ICT, reading, writing and speaking. Our aim is to foster and encourage a lasting enjoyment and appreciation of the chosen language and its associated culture and traditions.



GENERAL INFORMATION

Battle Abbey School is a thriving co-educational day and boarding school for children aged 2 – 18 years old and it has a special niche in the local area. The Senior School (years 7 – 13) is located in the historic market town of Battle, near Hastings, and is set in the stunning and prestigious surroundings of Battle Abbey, overlooking the famous 1066 battlefield. The School is housed in some of the original 13th century monastic buildings, which are leased from English Heritage, and also occupies other buildings in the town, including Martlet House.

The Preparatory School (Reception to Year 6) is situated 9 miles away in Bexhill-on-Sea and has superb facilities, including a 25 metre indoor swimming pool, playing fields and an floodlit astro pitch. A separate Nursery is situated in the grounds of the Preparatory School. The Nursery is open 0800 – 1730 hours for 50 weeks each year and also runs a mother-and-baby drop-in group. It has good through-links with Reception and runs exciting projects such as beach school and forest school. The Preparatory School and Nursery properties are owned by the School.

There are currently 425 pupils on roll with 59 boarders in the Senior School and a 6th Form that averages between 90 and 100 pupils. The majority of pupils live in a 15 mile radius of the School, but a substantial proportion of the boarders are from overseas. There are 125 full and part time staff employed across the sites.

The school accepts pupils who have a wide range of ability but consistently enjoys excellent academic results. The Prep School is the only school in East Sussex to be in the Times Top 100, and the Senior School are in the Times Top 150. The School has a particular strength in the creative arts and reliably achieves outstanding results. Pupils regularly take up places at top Art and Drama colleges and each year Music also features on the wide list of subjects taken up by our pupils at university. More than a quarter of the school sings in the main choir and there are frequent and high quality drama and music productions. Pupils have also won prestigious art awards at local and regional level.

Continuity of education is one of the School's key attractions and pupils may apply to join at any time during their school career. Battle Abbey Preparatory School pupils are guaranteed a place in the Senior School when transferring at age 11. All pupils benefit from a holistic approach to education and the greatest care is taken to ensure that pupils settle happily and thrive throughout their school life. The broad curriculum ensures that each child is given every opportunity to achieve and excel academically, to create and to perform with confidence and to compete on and off the field. We are a leading IT school having achieved e-Mature status in 2012, have excellent IT facilities and encourage the development of IT skills, including touch typing from Key Stage 1.

Pupils are well-mannered and motivated to learn and have an immense loyalty to the School and to each other. They talk with great affection of their School, considering themselves part of an extended family. They particularly value the friendships that exist across the various year groups, which are



encouraged through the House system, School Guardians, School Bronzes and the Peer Support Groups. The quality of pupils' spiritual, moral and social development was praised as outstanding in our latest inspection report. The present cohort of pupils is as talented as any we have had in the last fifteen years. The staff, both academic and support, are strong, stable and exciting to work with.

Both the Senior School and the Preparatory School encourage pupils to undertake a wide range of charitable and community activities. These include expeditions to Africa to build a Nursery, swimming sponsorships, mufti days and a variety of house-led fundraising schemes. During the past year, up to £10,000 was raised to support local, national and international charities. Cultural diversity is celebrated across the School, and particularly within the boarding community.

The School enjoys excellent relations with other local independent and state schools, with whom we share some training and facilities.

Parents value the impressive number of extra-curricular opportunities available for their children at both the Preparatory and Senior Schools but above all they value the family ethos and caring atmosphere. Relationships with parents are good and there is frequent communication via the bi-weekly newsletter, regular meetings and events organized by the School and its active parents' committee known as Friends of Battle Abbey School (FOBAS).

The School was inspected by the Independent Schools Inspectorate in March 2017 and underwent both an ISI Education Quality and Compliance Inspection. Applicants are invited to view the School's latest inspection reports at <http://www.isi.net/school/battle-abbey-school-6229>.

HISTORICAL BACKGROUND

The School was founded in Bexhill in 1912 as a family owned, all girls, senior boarding school known as St Etheldreda's. To cater for rapidly increasing numbers, St Etheldreda's moved to Battle Abbey in 1922 and changed its name to Battle Abbey School. In 1963 the founding family transferred ownership of the School to a charitable company in order to ensure its continuation in perpetuity. That company, BAS (School) Ltd, is administered by a Board of Governors and continues to run the School today.

During the 1980s, the national trend away from single-sex boarding schools convinced the Governors that co-education was the way forward. Consequently, in September 1989, they took over the nearby Glengorse and Hydneye Preparatory School, giving Battle Abbey School instant co-education and an instant preparatory department. Despite the recession, Battle Abbey School experienced a steady growth in numbers throughout the years that followed and by 1994 the problem facing the Governors was that of running out of space.



At around that time the Governors were approached by The Girls' Day School Trust who owned Charters-Ancaster School in Bexhill. Following extensive negotiations, Charters-Ancaster School was taken over and merged with Battle Abbey School in September 1995. As part of the merger agreement, Battle Abbey School's preparatory department moved into 'The Gate' on Hastings Road, Bexhill (the premises formerly occupied by Charters-Ancaster School's preparatory department).

The move of the Preparatory School to Bexhill and the consequent release of valuable space at the Abbey, together with steadily growing pupil numbers, has enabled extensive improvements to be made to the Senior School's facilities. These include new science laboratories, a Performing Arts Centre, a Business Education Centre and new boarding accommodation in a property on the High Street. In 2014, the School purchased a 4.5 acre property one mile from the Senior School which is used as boarding accommodation for our 6th Form pupils. In 2016 we opened Martlet House, a property on the High Street, catering for a variety of 6th Form subjects, and home to Textiles and Photography. At the Preparatory School, a separate Nursery facility was introduced in 2006.

The School celebrated its centenary in 2012 and is well placed to face the challenges and opportunities of the future.

ETHOS, CHARACTER AND AIMS OF THE SCHOOL

Battle Abbey School aims to be a small family school with high quality pastoral care and sensitive discipline, accompanied by strong academic results, focussing on the importance of each individual child. Its specific aims are:

- To continue to inspire pupils to aspire for excellence in all that they undertake and to acknowledge and reward the achievements of each individual according to his or her aptitudes and interests.
- To promote balanced social development through warm and sensitive pastoral care within our disciplined day and boarding community.
- To prepare pupils for life after school by providing an all-round education in which pupils of all ages are valued as individuals and develop the self-respect, self-confidence and empathy for the needs and desires of others that will enable them to contribute positively to our changing world.
- To continue to develop the facilities and resources of the School to ensure that they underpin the achievement of the Schools aims and objectives.

When visitors come to the School, they are struck by the family atmosphere, the physical environment and the friendliness of the greeting. The pupils talk with great affection of their School. Battle Abbey School is a gentle place to be and good manners flow naturally from mutual respect, which is encouraged throughout the School. Individuals can thrive and strive to accomplish their best and pupils' achievements are acknowledged and celebrated. Battle Abbey is a small school and we are good at the things that people associate with such size – nurturing, tutoring and caring.



GOVERNANCE AND MANAGEMENT

The School is run by B.A.S. (School) Ltd, a registered company limited by guarantee and registered as a charity. The company has a board of Governors (known as the Full Court) who meets at least once each term. The Finance and General Purposes Committee meets twice each term and the Academic Committee meets termly. The Governing body has over the last year or so welcomed a number of new members and currently comprises 10 individuals from a range of professional backgrounds.

Following a restructure in 2014, the Senior Leadership Team comprises the Head, Preparatory School Head, Deputy Head and the Bursar. We are currently recruiting a Director of Studies. Within the Senior School there is also a Senior Management Team which comprises the Head, the Deputy Head, the Director of Studies, 3 Key Stage Heads, Head of Boarding and the Bursar. Dedicated, caring and supportive leadership and management at all levels serve the School well, ensuring that it remains true to its aims and ethos.

The School is financially sound and the annual accounts are available on the Charity Commission website at www.charity-commission.gov.uk (registered number 306998).

GCSE AND A LEVEL EXAM RESULTS (2014 – 2017)

GCSE results

Total	Pupils	Entries	A*-A (9-7)	A*-C (9-4)	Z*	A*/A	A*-C (9-4)
2017	44	386	126	321	35	33%	83%
2016	48	430	130	369	43	30%	86%
2015	67	584	248	431	57	42%	73%
2014	37	336	149	299	31	44%	89%

Z* - Pupils achieving 5 A*-C including English Language and Maths

A level results

Total	Pupils	Entries	A*	A	B	C	D	E	U	A*-B
2017	54	171	25	45	42	29	15	12	5	65%
2016	50	168	19	38	56	31	17	4	3	66%
2015	44	131	10	24	48	34	9	4	2	63%
2014	29	89	9	24	22	19	7	6	2	62%



RECENT SCHOOL LEAVERS' DESTINATIONS

Bath: Physics
Bath: Politics & International relations
Bournemouth: Animation production
Bournemouth: Forensic Investigation
Camberwell: Art Foundation
Cambridge: English
Cambridge: Psychology & Behaviour
Chelsea: Textile design
Christ Church: Law with Business
Christ Church: Music
Durham: Business & Management
Edinburgh: Architecture
Exeter: Biochemistry
Exeter: Mathematics with Finance
Exeter: Civil Engineering
Falmouth: Digital Game Design
Heriot Watt: Mechanical Engineering
Imperial: Biology
Imperial: Mathematics with Statistics
Imperial: Aeronautical Engineering
Imperial: Chemistry
Kent: Biomedical Science
Kent: Architecture
Kings College: Psychology
Kings College: Medicine
Kings College: French and German
Kingston: Film Making
Kingston: Interior Design
Lancaster: Maths with Statistics
Leicester: Law
Leeds: History
Liverpool: Law
London School of Fashion: Fashion Marketing
Manchester: Accounting & Finance
Manchester: Music
Manchester: Environmental Geology
Nottingham: Psychology
Nottingham: Medicine
Nottingham: Veterinary Science
Oxford: Biological Sciences
Oxford: Earth Sciences
Plymouth: Marine Biology
Portsmouth: English Literature
Queen Mary's: Aerospace Engineering
Ravensbourne: Media Foundation
Reading: Business Economics
Royal Agricultural College: Farm Management
Royal Central School of Speech and Drama: Acting
Royal Holloway: English
Royal Holloway: Economics
Southampton: Ancient History
Southampton: Marketing

Southampton: Sociology with Anthropology
Southampton: Biomedical Science
St Martins: Art Foundation
Surrey: Psychology
UCL: Economics
UCL: History
UCL: Geography
Warwick: Classical Civilisation
Winchester: Fashion Marketing & Media
York: History



BATTLE AND THE LOCAL AREA

Battle Abbey School is located in the heart of East Sussex, commonly known as the 1066 countryside with its rolling hills, steam railways and historic castles. There are numerous attractions and further information is available at www.visit1066country.com and www.english-heritage.org.uk/daysout/properties/1066-battle-of-hastings-abbey-and-battlefield Transport links to London, Brighton and the continent are excellent. The following extracts from tourist information publications give a feel for the area:



Battle has a unique historical backdrop. The picturesque high street, quaint 'twittens' (passageways) and squares offer treasures of every kind. Visit 'history' attractions, discover beautiful gardens and spend time in quality independent shops and galleries. Battle has great walking and outdoor activities too. Take a self-guided tour around the town with the Battle Town Trail, walk through the nearby impressive Battle Great Wood, play golf on one of our stunning local courses or watch a cricket match on a summer Saturday afternoon on the historic George Meadow. Why not visit Yesterday's World, set in the beautifully preserved 15th century Wealden Hall House and described as 'the very best museum of its kind'. And the town is proud of its superb choice of top class restaurants too. Whatever your taste, you will be able to relax and unwind in a bistro, cafe, inn, pub or tearoom found dotted around the town.





Bexhill-on-Sea, the timeless Edwardian seaside town, is the birthplace of British motor racing, home to the De La Warr Pavilion - one of the UK's finest examples of modernist architecture - and also has a two mile stretch of level promenade and beach to enjoy.

Bexhill's colourful history is first recorded in 772 during the reign of King Offa. The 8th Earl of De la Warr developed Bexhill as a fashionable resort - the town was the first place in Britain to permit mixed bathing and had one of the country's first cinemas.

Bexhill has beach huts to hire, rock pools to explore and the sea is safe for many water sports - sailing, rowing, windsurfing, kite-surfing and angling. Bexhill Sailing Club has a full programme of racing each weekend throughout March to November and members of the local Rowing Club can often be seen on the sea. The picturesque, tranquil Bexhill Old Town is set inland above the town centre with antique shops and charming architecture. Enjoy the classic Georgian buildings, 16th century cottages and the Parish Church of St Peter with its 8th century reliquary stone and the peaceful Manor Gardens. In the town centre there is an excellent selection of small, independent shops including vintage and retro clothing as well as some great restaurants, cafes, tearooms and pubs.

Hastings is home to the largest beach-launched fishing fleet in Europe, the remains of the first castle in England to be built by William the Conqueror, a preserved Old Town and a strong local arts community. It is also home to the Jerwood Gallery, a stunning new art gallery housing a collection of 20th and 21st century British art.

Hastings is a Cinque Port, and up until the 16th century, with other coastal towns provided the ships and men who guarded king and country from frequent and vicious attacks in return for special privileges. This unique confederation of South East England Channel ports was the original force behind England's maritime power.





JOB DESCRIPTION

Battle Abbey School teachers are expected to uphold the high personal and professional standards laid down by the Head, especially with regard to staff dress and discipline. In addition, they are expected to:

- **Teaching:**
 - Plan and prepare courses and lessons, and assist with schemes of work and resources.
 - Teach, according to their educational needs, the pupils assigned to him/her, including the setting and marking of their work carried out in school and elsewhere.
 - Assess, record and report on the development, progress and attainment of pupils; in each case having regard to the curriculum for the school.
- **Other activities:**
 - Promote excellent progress and well-being of individual pupils and of any class or group of pupils assigned to him/her.
 - Provide guidance and advice to pupils on educational and social matters and on their further education and future careers, including information about sources of more expert advice on specific questions.
 - Make records of and reports on the personal and social needs of pupils.
 - Communicate and consult with pupils' parents and guardians.
 - Communicate and co-operate with persons or bodies outside the school.
 - Participate in meetings arranged for any of the purposes described above.
 - Attend school special days (eg Speech Day) including Parents' Consultations.
 - Support school functions as required (eg sports events, trips, drama productions, etc).
 - To promote faculty work through displays.
 - Nurture and develop links with Battle Abbey Preparatory School and other feeder schools.
- **Boarding:** support the boarding life of the School by contributing to weekend activities (this will usually be one day per half term, ie up to 6 days per year).
- **Extra-curricular activities:** participate in the running of departmental (currently conversation club, GCSE and A Level support sessions) and school-wide extra-curricular activities, and support and develop programmes designed to engage, stretch and challenge pupils.
- **Assessment and reports:** provide or contribute to oral and written assessments, reports and references relating to individual pupils and groups of pupils.
- **Observation:** be willing to observe and be observed teaching.
- **Appraisal:** participate in arrangements for the appraisal of staff.
- **Further training and development:**
 - Review from time to time his/her methods of teaching and programmes of work.
 - Participate in arrangements for his/her further training and professional development.
- **Educational methods:** advise and co-operate with the Head and others on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements.

- **Discipline, health and safety:** maintain good order and discipline among the pupils and safeguard their health and safety both when they are authorised to be on the school premises and when they are engaged in authorised school activities and elsewhere.
- **Staff meetings:** participate in meetings which relate to the curriculum, administration or organisation of the school, including pastoral arrangements.
- **Absence/Cover:** undertake an appropriate share of the collective staff responsibility to cover for absent colleagues when required.
- **Public exams:** participate in arrangements for preparing pupils for public examinations and in assessing pupils for the purpose of such examinations; record and report such assessments; and participate in arrangements for pupils' presentation for and supervision during such examinations.
- **Management:** take such part as may be required of him/her in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.
- **Administration:**
 - Participate as required in administrative tasks related to the curricular, pastoral, boarding and organisational tasks described above.
 - Attend assemblies, register the attendance of pupils and supervise pupils as necessary.

PERSON SPECIFICATION

Attribute	Essential	Desirable	How identified
Qualifications	<ul style="list-style-type: none"> • Good honours degree in relevant subject area • Teaching qualification 		<ul style="list-style-type: none"> • Application form • Qualification certificates
Experience	<ul style="list-style-type: none"> • Experienced teachers and NQTs will be considered (particularly secondary level teaching). 		<ul style="list-style-type: none"> • Application form
Skills	<ul style="list-style-type: none"> • Able to contribute with an emphasis on French, but ideally Spanish in addition • Excellent subject knowledge in French and ideally Spanish • Ability to use a range of teaching strategies • Ability to teach throughout KS3, KS4 and KS5, and at all abilities (AQA Spec is used for all exams). • Sound ICT skills 	<ul style="list-style-type: none"> • Use of variety of teaching and learning styles • Maintain awareness of new subject related developments 	<ul style="list-style-type: none"> • Covering letter • Application form • Interview • References • Lesson observation
Personal competencies	<ul style="list-style-type: none"> • The ability to work successfully within faculty and pastoral teams, and self-motivated to work independently • A sense of excitement about teaching and working with young people • A desire to seek continuous professional improvement, especially in the classroom • Positive attitude to use of authority and maintaining discipline • 	<ul style="list-style-type: none"> • Be positive about the need for innovation and change • Resilience and a sense of humour 	<ul style="list-style-type: none"> • Application form • Interview • References • Lesson observation
Interests	<ul style="list-style-type: none"> • A willingness to contribute in a boarding school setting • Potential to offer something extra to the School and its pupils that will enhance the pupils' learning and life experience 	<ul style="list-style-type: none"> • Evidence of involvement in extra-curricular activities 	<ul style="list-style-type: none"> • Application • Interview

REMUNERATION PACKAGE

The salary will be commensurate with qualifications and experience and is subject to negotiation.

APPLICATION FORM AND KEY DATES

- Closing date for receipt of applications: Wednesday, 21st February 2018 at 10am
- Interviews for shortlisted candidates: Thursday, 1st March 2018

Applications must be made on the attached application form and should be emailed, together with a short covering letter, to Mrs Alison Ambrose, HR Manager at hr@battleabbeyschool.com

Should you wish to discuss any aspect of your application or require any further information, please do not hesitate to contact Alison on 01424 772385 or hr@battleabbeyschool.com