

# SEVENOAKS SCHOOL

## JOB DESCRIPTION



### Appointment of Teacher of French from September 2018





## The School

Founded in 1432, Sevenoaks enjoys a global reputation as a centre of academic excellence and a flagship school for the International Baccalaureate. A co-educational day and boarding school, it offers a stimulating, intellectually demanding and balanced education for pupils from the age of 11 to 18.

Inspiring facilities, together with expert, enthusiastic and imaginative teaching, provide rich opportunities for students participating in lessons, and a wide variety of sports and the performing arts.

The school's international make-up and outlook promote the principles of tolerance and open-mindedness. About 350 pupils board in the seven boarding houses, and students originate from some 40 countries worldwide.

In 2013 the Independent Schools Inspectorate (ISI) awarded Sevenoaks School the rare accolade of 'Exceptional' for its students' achievement. In the new style inspection in 2017 pupils' achievement and personal development were judged excellent, the highest grades. Sevenoaks was also the highest performing fully co-educational school, and the one with the largest cohort, in *The Sunday Times* Parent Power's top 50 fee-paying schools for the IB in 2015. In 2017 we were, for the second time in 10 years, awarded *The Sunday Times* Independent School of the Year for 2018.

This excellence is achieved by bright, motivated students, inspired by highly qualified and dedicated teachers in well-resourced classrooms. The school has over 150 teaching staff, well supported by a large number of ancillary staff. A professional pastoral team of specialist tutors, boarding house staff and year heads give care and guidance, promoting student happiness. The mutual respect shared by students and staff generates a harmonious and purposeful atmosphere.

Every pupil is encouraged to be curious, creative, critically aware, and to develop his or her passion and talent to the full. Life is fast-paced, dynamic, and expectations are high. At the same time, the school seeks to cultivate in its pupils the habit of reflecting on their learning, and on how they contribute to society more broadly. Ambitious and principled, confident and compassionate, our pupils are prepared for leadership and teamwork in the wider world.

Regular assemblies, tutor group meetings and a programme of talks help the social and emotional understanding in our pupils, and a long tradition of voluntary service and local and international charity projects advances a core set of values across the student body.

## The Campus

The school is situated in the Kent market town



of Sevenoaks, and has a prime position at the top of the High Street. The 100-acre site, which includes a number of listed buildings, is beautifully landscaped and adjoins the medieval deer park of Knole. London is only a 30-minute train journey away. Gatwick International Airport is also only 30 minutes away, and there are good transport links to other London airports and the Channel Tunnel.

The school's first-class resources and facilities include a superb sports centre (The Sennocke Centre) opened in 2005. A state-of-the-art performing arts centre (The Space), which provides four outstanding venues for music and drama, was opened in 2010. The next major projects currently underway are a Science & Technology Centre and a Sixth Form Global Study Centre, which the school plans to open in 2018, and new boarding accommodation which should be ready for occupation by 2019.

## Teaching at Sevenoaks School

We want all our pupils to enjoy their subjects, to be inspired by their teachers and to become independent, lifelong learners. We have an exceptionally lively, talented and committed staff body. Teachers are enthusiastic and well-qualified graduates. We welcome applications from experienced teachers and newly-qualified teachers but can also provide training including PGCE for those new to the profession. All new staff undertake a comprehensive induction programme. Sevenoaks is committed

to supporting its staff with training and professional development tailored to staff needs and interests.

Teachers at Sevenoaks are innovative and forward-thinking and over 60 staff are involved in the Institutes of Teaching & Learning, Higher Education & Professional Insight, and Service & Social Entrepreneurship, shaping further development and initiatives for students and staff alike.

## Curriculum

All of the 400-plus Sixth Form students pursue the International Baccalaureate Diploma, a programme the school has delivered for nearly 40 years. The Diploma represents, in the school's view, the best preparation for university and for work in a world of global competition. Even more important, it genuinely develops a rich inner life in our students, opening their minds to connections and possibilities within and across the subject disciplines.

It is no surprise that our students leave Sevenoaks to study a wide range of courses in the UK and around the world. All 210 leaving students each year progress to the world's top universities, including up to 25% to Oxford and Cambridge, and 25 or more students to leading US and international universities. They do so with an enlarged capacity for independent thought and intellectual risk-taking, a strong appetite



for learning, and equipped with the skills and personal qualities conducive to a happy and successful life.

In order to support our ethos and aims, we have developed a number of Sevenoaks School Certificate courses, which students take instead of GCSEs, in English Literature, the Expressive Arts and Technology. The SSCs (which are fully recognised by UCAS) give teachers the independence and creative scope to shape a richly satisfying curriculum. In Years 9-11 all students take courses in critical thinking – *Critical Perspectives* and *Ten Ideas That Changed the World* – developed by the school.

## The Modern Languages Faculty

The Languages Faculty is large, energetic and ambitious. The Faculty includes major European languages and Additional Languages. The Heads of these languages work together as a team under the leadership of the Head of Faculty. A diverse range of modern languages is taught: French, German, Spanish, Russian and Mandarin are available to (I)GCSE, and comprise part of the IB Diploma programme, where Italian and Mandarin are also offered as language options. There are 25 language teachers and a number of visiting language tutors who offer additional languages teaching to native speakers. There are also several full-time language assistants for French, German, Spanish, Russian and Mandarin.

A modern departmental area was created in September 2000, with 15 classrooms, a language laboratory and a computer suite. All rooms are equipped with computer projectors.

All pupils joining the school in Year 7 take French or Spanish and Latin. In Year 8 a second modern language is offered from a choice of Spanish, Russian, German or Mandarin. A number of pupils choose to take three languages to (I)GCSE, two modern and one classical. All (I)GCSE examinations are completed in Year 11.

In the Sixth Form all students take the International Baccalaureate examinations at either Higher or Standard Level depending on their background; students' levels range from Ab Initio right up to native speaker standard. A language, modern or classical, is a core requirement within the programme, and the vast majority of our 440 Sixth Formers take a modern language at one of the three levels. The presence of almost 200 students with international backgrounds enriches the student body and develops interest in other countries. There are regular university and Oxbridge successes, and several Sevenoaks modern language debating teams have enjoyed the status of national champions in recent years.

The Language departments run a series of exchanges or study trips in four countries with several partner schools. In addition, a full-time Languages Secretary and Exchange Co-ordinator helps with the administration of the department.



## The French Department

The department comprises nine teachers and three language assistants, who play a vital role in contributing to the emphasis on contemporary language and cultural awareness. At present French or Spanish is compulsory in Year 7 to Year 9. The language becomes optional in Year 10, though most choose to continue with it through to IGCSE, which is sat with the CIE examining board. Classes are set according to ability, ranging from beginners in Year 7 and Year 9 through to bilingual students in the Sixth Form. In the Lower and Middle Schools, native speakers are taught separately by one of the French language assistants, and they have the opportunity of taking French IGCSE and the DEFL exam. French is a very popular subject for IB, where it is available at both Higher and Standard level at both Language A (native speaker) and Language B (post-GCSE). The French department runs a series of exchanges with partner schools, especially in Year 9 and the Lower Sixth.

## The Post

The successful candidate will be an enthusiastic and well-qualified graduate who will contribute to the development of modern languages at Sevenoaks, teaching French across the year groups and ability ranges. A talented linguist, he or she would be comfortable teaching literature to Sixth Form students, as well as potentially

working with bilingual pupils throughout the age ranges. The ability to teach a second modern language may be an advantage, but is by no means required. Enthusiasm and team spirit are essential, and the candidate must be willing to organise and accompany trips abroad. We welcome applications from teachers new to the profession as well as those with teaching experience. A commitment to excellent pastoral care, enriching co-curricular and outreach activities is also expected.

## Information for applicants

Sevenoaks School has its own generous salary scale. Accommodation or relocation expenses may be available, and fee discounts for the children of members of staff are available (subject to the usual entry requirements). Further information about the school can be obtained from the school's extensive website: <https://www.sevenoaksschool.org/home>, including more about working at Sevenoaks <https://www.sevenoaksschool.org/about-us/vacancies/working-at-sevenoaks>

Applicants should complete the application form in full. Guidance for completion of the form is downloadable from our website. Note that Part 6 must show a complete history of employment, and should continue on a separate sheet of the application form if necessary. Please submit the completed application form, covering letter and CV by post to:



The Personnel Department  
Sevenoaks School  
Sevenoaks  
Kent TN13 1HU

Tel: 01732 467740; email: [pa@sevenoaksschool.org](mailto:pa@sevenoaksschool.org).

Applications should be submitted by midday on  
**Wednesday 21 February 2018.**

The school retains the right to interview suitable applicants and appoint before the deadline.

The post holder has a responsibility to promote and safeguard the welfare of children and young persons for whom he or she is responsible, or with whom he or she comes into contact, and will adhere to and ensure compliance with the school's Child Protection 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 or she must report any concerns to the school's Designated Child Protection Coordinator or to the Head.