



The Gryphon School

SECOND IN MODERN FOREIGN LANGUAGES SEPTEMBER 2017



The Gryphon School
Bristol Road
Sherborne
Dorset
DT9 4EQ



The Gryphon School

SECOND IN MODERN FOREIGN LANGUAGES RECRUITMENT INFORMATION PACK

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March 2017

Dear Applicant,

Thank you for expressing an interest in the post of Second in Modern Foreign Languages at The Gryphon School. Accompanying this letter is information about the School and the Department which we hope will provide you with everything you need to know to apply for the post. The School website gives further details about us.

This is a permanent, full-time post commencing on 1 September 2017. Along with a new Head of Department, our new recruit will join a team of professional, experienced and able specialists, dedicated to continuing to provide the high level of teaching to which our students have become accustomed.

We are seeking to appoint an ambitious, experienced and dynamic individual to work closely with the new Head of Modern Foreign Languages Department. It is an opportunity to assist in building upon and extending the skills and expertise of the current team who are keen to continue to provide an exciting and innovative curriculum and learning environment.

The successful candidate will have:

- a passion for teaching and learning modern foreign languages
- the ability to inspire a shared vision and direction for the Department
- the ability to support and challenge our students, parents and staff
- the ability to promote outstanding teaching and learning which leads to the highest levels of student achievement
- the ability to develop partnerships within the school, the community and industry and to promote extra-curricular activities and competitions
- excellent communication skills and the ability to celebrate and promote the importance and benefits of learning foreign languages
- the ability to be a team player who will go the extra mile to support students and who will enjoy the challenges of this role
- the ability to develop and implement the best ideas from around the world

The Gryphon is a wonderful place to work and has a special atmosphere and feel. It became an academy in August 2012 to sustain the quality of our outstanding provision. In a recent national publication, The Real Schools Guide 2016, it was rated as one of only two schools in Dorset to receive a 5 star rating based on attainment, teaching, attendance and outcomes. The Good Schools Guide concludes that we are a 'Super much sought-after school at the very centre of its community taking on the Sherborne independents. Truly a model of comprehensive education at its best – a place for all comers, which children and parents set their heart on, so it bulges at the seams'.

Sherborne was named, in March 2014, by The Sunday Times as one of the best places to live in Britain, being described as 'one of the most drop-dead-gorgeous towns in the country' and having the feel of 'a small cathedral city'. This is boosted, it says, by the quality of its schools, both private and public. Later that month, The Times named it as one of the best places to live in the countryside. As well as being a beautiful rural country town, it has easy road and rail links to London, Bath, Bristol, Exeter and the glorious Dorset coast and countryside. It is a great area in which to live, offering something for everyone.

We are an outward looking school with excellent community links as well as strong relationships with other good and outstanding schools across the South West and nationally.

Teaching is often outstanding, and consistently at least good across all subjects and key stages. Teachers make lessons stimulating and practical and have excellent subject knowledge. They make sure students are very clear about what is demanded of them and how to improve. Students consistently have very good attitudes to learning. They behave extremely courteously to one another, to teachers and other adults and work well whether

collaborating in groups taking part in whole-class activities or on their own.' Ofsted 2014. The School's very positive entry in the Good School Guide describes pastoral care and discipline as 'exceptional'. Students are reflective, behave with great courtesy, and are heavily involved in working with staff to improve the school and the welfare of others. We are a comprehensive school serving a diverse community. The high quality support staff also make a real difference.

The successful applicant will join a school that, in November 2010, was judged by OFSTED to be an outstanding school. In January 2014, the School was inspected again and many of the key aspects of the School were recognised as truly outstanding. These included:

- overall attainment which was judged to be very high and significantly improved since the last Inspection
- The proportion of students achieving A* or A grades at GCSE is well above national averages
- Students are exceptionally well behaved and feel very safe
- The School's promotion of students' spiritual, moral, social and cultural development is excellent
- The curriculum, advice and guidance leads to high levels of achievement and excellent behaviour
- There is a strong ethos of striving for excellence, coupled with a concern for every individual
- The governors are exceptionally committed to help the School improve further
- Students have numerous opportunities to participate in extra-curricular activities
- Students behave extremely courteously to one another, to teachers and other adults
- The Sixth Form is outstanding – achievement has risen rapidly

Since then the School has improved further. In 2016, the GCSE results were, once again, excellent against a national backdrop of tougher exams and significantly lower pass rates in many subjects. The proportion of students gaining 5 or more A*-C grades including English and Maths was 70%, with almost a quarter of grades being at A* or A level. The A*-C pass rate in Mathematics has been the highest in Dorset for the last 2 years at 82% and this was achieved for a third consecutive year, comparing to 61% nationally. The pass rate in English increased to 78% compared to 60% nationally. The results in the traditional subjects were very strong. At A level, there was a pass rate of 99.6%, with 79% of students achieving A*-C grades and 27% gaining an A* or A grade. Both academic and vocational result were equally impressive and students taking the EPQ (Extended Project Qualification) achieved fantastic results of 65% at A*-A grade.

In summary, there is a great sense of pride in what we collectively achieve, but we will accept the challenge for achievement to be even higher. Our special culture and ethos focuses on high achievement, for students to achieve the best that they can, both personally and academically, supported by the tremendous work and care of all our staff. We continue to strive to be outstanding in all respects.

Of course, education is more than just exam results – we place great value on the personal development of each student. We aim for them to leave school as well-rounded young people with a strong sense of what is socially, morally and culturally acceptable, and to feel that they have a contribution to make to the greater community.

We are looking for someone with high expectations, a love of their subject, able to inspire and also laugh and enjoy the challenges of this role. You need to be a team player, you will go the extra mile to support students and want to continually develop and pick up the best ideas from around the world in education. In return, you will join a Department that is full of activity, rewarding and friendly. We also have a great record for supporting and developing NQTs, staff and leaders through our own training and links with NCSL providers. Digital learning is important at The Gryphon School including the use of mobile technology including laptops.

You are very welcome to visit us in advance of an application or to contact us to find out more.

Very best wishes,



Mr S M Hillier
Headteacher

THE APPLICATION PROCESS

We look forward to receiving your application by **9.00 am on Wednesday 22 March 2017**. It is hoped that the interviews will take place in week commencing 23 March. You are asked to provide the following:

1. A completed Gryphon application form
2. A letter of application of no more than 2 sides of A4 detailing your experience and expertise
3. An idea of your vision for your new Department – this can be presented in any way you would like

Completed applications should be returned either by post, marked 'Confidential' to Jan Jackson, PA to Headteacher/HR Team, The Gryphon School, Bristol Road, Sherborne, Dorset DT9 4EQ or by email to her at: office@gryphon.dorset.sch.uk

Should you wish to arrange a visit to view the School, please do not hesitate to contact Jan who will also be happy to arrange this.

The Gryphon School has an absolute commitment to safeguarding and promoting the welfare of children. The School follows the national and Dorset policies and procedures for child protection and security and the interview will include questions about safeguarding children. Current and/or previous employers will be contacted through references as part of the verification process pre-appointment checks if the applicant is short listed. The successful applicant will be required to undertake an enhanced disclosure check with the Disclosure and Barring Service.

The Gryphon School is committed to equal opportunities and positively encourages applications from all sections of the community.



The Gryphon School

March 2017

SECOND IN MODERN FOREIGN LANGUAGES – USEFUL INFORMATION

Languages at The Gryphon School

We believe that learning at least one foreign language is a key part of our students' overall development and that all students can be successful when learning a new language. It broadens their understanding and curiosity of the wider world and enhances the opportunities available to them.

Who are we?

The Modern Languages Department is a lively, friendly and experienced department, committed to ensuring that our students receive the best teaching, experiences and achievements that they can. Our new recruit will join a team of professional, experienced, able and enthusiastic specialists, dedicated to continuing to provide the high level of teaching to which our students have become accustomed.

The team at present includes:

Miss Hollie Belcher	Lead in Modern Foreign Languages
Miss Emilie Couturier	Teacher
Mrs Emma Hensman	Teacher
Miss Amy Whiting	Teacher
Mrs Clare Barclay-Triniman	Teacher
Miss A Raymond	Teacher
Mrs Sarah Slade	Teacher
Ms Anabel Sans-Busby	Teacher



At the end of this academic year, Hollie Belcher will be leaving us to take up a new position in Dubai, and so our new team will comprise a Head of Modern Foreign Languages, together with a Second in Department and 6 teachers.

Currently, we have Foreign Language Assistants in French, German and Spanish and the School has a team of Learning Mentors who support students with learning difficulties in some lessons.

What do we teach?

As a Department, we aim to make language learning an enjoyable experience where all pupils are confident using the foreign language and see it as relevant to their lives. We are genuinely committed to using **target language** wherever appropriate and possible. We are constantly looking at strategies **for teaching and** learning and are committed to sharing ideas and resources as well as not being afraid to try new things in the classroom (eg using playdough, toys and games) so that our students are motivated and achieve to the highest level and our own practice continues to improve. We want our students to be confident communicators able to interact without fear, to develop high levels of resilience especially when faced with authentic materials and translation activities

and to be able to analyse and manipulate language. Our **Schemes of Work** are constantly updated to ensure that this is achieved. We also aim to develop our students' cultural awareness throughout the year and we teach specific cultural topics in KS3. We have also introduced 'Group Talk' to our KS3 classes this year. Currently, all students study French and Spanish in **Year 7**. At the end of Year 7 students choose whether they would like to study French only, Spanish only, French and Spanish or Spanish and German in Year 8 and 9. In **KS4**, students choose whether to continue their study of one or two languages to GCSE.



French and Spanish are taught to A Level. German is offered in partnership with the Sherborne School. Students achieve very good results, many progressing to higher education courses, (including Oxbridge) involving languages.

In 2016 we will be following the AQA specification for both GCSE and A level.

Latin is currently offered on an extra-curricular basis to our Gifted and Talented students as a 2 year GCSE course when they are in either Years 9 and 10 or 10 and 11. This is taught by a member of staff from Sherborne School. Some students currently go on to study Latin at A level with Sherborne School. We run a variety of lunchtime clubs including German Club, Greek Club, Film Club as well as offering regular GCSE and A Level revision sessions.

Our resources

In French, we use Expo with KS3. In German, **Zoom 1** is used for KS3. In KS3 Spanish we use **Listos** and for GCSE, all three languages use the AQA coursebook. Whilst textbooks are a useful resource, we do not place a huge importance on their use at KS3 preferring to draw our resources from authentic texts especially in light of the recent curriculum changes. We make use of many electronic resources to complement and support our teaching, including subscriptions to on-line resources. For A Level, we will use the AQA coursebook.



The Department runs a programme of Language Study visits including a German exchange, a Year 8 French trip to Normandy and we organise a trip to Spain for Years 9, 10 and 11 and some of our A-level students have done their work experience with our partner schools in Granville and Bad Kötzing. Sherborne is fortunate to have links with a town in every member state of the European Union via the Douzelage organisation. We also have links with Sherborne School and Sherborne Girls, enabling our GCSE and A level students to attend foreign language lectures and plays. Students of all ages are actively encouraged to participate in language competitions for a variety of skills, including the national 'Roots in Languages' competition.

The Gryphon School has excellent facilities that have been enhanced over the years. The Department currently has seven specialist rooms with a **Faculty Room**, which we use for storing resources, working in non-contact time, using the computer and sharing chocolates and biscuits with a cup of coffee!

Each **language classroom** has an interactive whiteboard and a computer. There are also **IT rooms** or iPads that can be booked for whole class ICT activities. We use mp3 players for the Sixth Form listening exercises and all teaching staff have been issued with an iPad in conjunction with the School's new iLearn initiative, enabling students to log on and access a range of learning resources interactively.



Additional Information

We believe we are a caring and highly regarded department with firm structures in place. There is a great deal of mutual support and a lot of laughter to punctuate the hard work. We have an excellent record of mentoring students and NQTs and of induction of new members to the team.

The School is fully networked, with computers in all rooms. There is high band WiFi across the whole school, and students are encouraged to bring their own devices (BYOD).

The Gryphon School has an absolute commitment to safeguarding and promoting the welfare of children. The School follows the national and Dorset policies and procedures for child protection and security and the interview will include questions about safeguarding children. Current and/or previous employers will be contacted through references as part of the verification process pre-appointment checks if the applicant is short listed. The successful applicant will be required to undertake a criminal record check via the CRB.

The closing date for receipt of applications is 9.00 am on Wednesday 22 March 2017 and it is hoped to hold the interviews in week commencing 27 March 2017.

The Gryphon School is committed to equal opportunities and positively encourages applications from all sections of the community.

The Gryphon School operates a no-smoking policy, and smoking, therefore, is not allowed on any part of the school site.

If you would like to discuss this post please do not hesitate to contact Tim Ovenden, Deputy Headteacher, at the school on 01935 813122 or tim.ovenden@gryphon.dorset.sch.uk.



The Gryphon School Person Specification

Second in Modern Foreign Languages

Inter-personal attributes

- Able to build relationships quickly, with humility and empathy, whilst showing respect to others - students, parents and colleagues - to get the best out of them
- Positive, optimistic, caring, kind and approachable
- Willing to be immersed in the life of a busy and successful school

Communication and Interaction

- Communicate clearly and accurately both orally and in writing
- Able to listen and respond appropriately
- Flexible to adapt your style in different situations
- Strong and confident ICT skills for teaching and management
- Contribute as a great team player

Planning and Organising

- Manage daily responsibilities and priorities
- Work efficiently and effectively to meet deadlines and deliver successfully
- Design, produce and share high quality learning schemes and resources

Knowledge

- Good honours degree and/or relevant high level expertise
- A real knowledge and interest in educational issues, approaches and alternatives from around the world
- Strongly support the ethos and culture of the school

Leadership

- Have an exciting vision for your subject which can be shared and constantly enhanced
- Proactive and confident, yet humble and considered
- You can inspire and motivate others
- Make informed decisions on a daily basis
- Ensure high professional standards including student progress of all groups of students

Problem Solving

- Enjoy facing new challenges
- Find, propose and lead solutions
- Use resources, intellect, creativity and innovation to be successful

Resilience

- Hungry for a challenge
- Have patience and endless energy to persevere through the challenging moments
- Tenacious and versatile
- Maintain a positive mind-set

Self-evaluation

- You are aware of strengths and weaknesses
- Strong desire to learn from others so that you can be even better
- Able to share, train and support others

We are interested in all these attributes for colleagues joining the Gryphon family but appreciate that some will be areas that you have a desire to develop and grow with our support once you are here. Candidates for middle leader posts would be expected to demonstrate greater experience and expertise in the above areas. A sense of realism and humour are really important.



The Gryphon School

The Gryphon School – Support for Staff – What do we provide.....

High Quality Professional Development

- INSET Programme with national speakers eg Sir John Jones, Simon Mayo
- Time is provided for training in everyone's staffing allocation
- Middle leader training programme
- NQT induction programme
- 2nd year teacher programme
- Chance to run workshops for staff
- Encouragement of individual action research through appraisal
- Opportunities to mentor student teachers on ITT, Schools Direct, volunteers and other routes
- Salary sacrifice scheme for staff digital hardware

Support for Teaching

- Investment in resources, facilities and the environment
- Outstanding ICT infrastructure including WiFi, resources
- Strong departmental support structure
- Free ipad for all teachers
- Timetabling ensures specialist teach in their subject areas and there are rarely any split classes
- Designated support for reprographics, trip management, student behavioural support, SEND needs etc
- Dedicated team of school cover supervisors

Links with other schools

The Gryphon is outward looking and lead members of various school development groups. This facilitates visits, exchanges, subject sharing, leadership support and enhanced student opportunities.

- Jubilee Group – eight schools across the SW from Devon to Swindon
- South West Academies Group – nine academy schools across Devon, Somerset and BANES
- North Dorset – five secondary schools, a Special school and a PRU
- Sherborne Schools Partnership of nine feeder primary schools with whom we have excellent cross-phase academic collaboration Y6-8 curriculum and transition.
- In 2014-15 we have been part of the national PiXL group
- Jurassic Coast Teaching Alliance

Health and well-being

- Free use of the gryphon sports centre including brand new fitness suite
- Our own specialist HR Manager and team
- Membership of Carefirst providing free welfare counselling, free Occupational Health consultations
- Paid time off for health/dentist consultations
- Flexible approach to paternity leave
- Free attendance at mindfulness training
- Support from the School Chaplain

Supporting families

- The Little Gryphons Nursery on site
- Supportive to colleagues for time off during periods of family illness/crisis
- Supportive of requests where possible to attend graduations, family weddings, special family events, house moves

Practicalities – little extra touches

- Free refreshments of coffee, tea, milk etc at each break
- Quality free seated lunch provided on INSET Days
- Afternoon tea provided (tea, coffee, fruit juice, sandwiches and cake) before evening events
- Generous food allowance whenever on duty (£4.00 per day)
- Water dispenser in main staff room
- Generous business travel allowance
- Free on-site parking

Strong Staff Community

- Staff Social Committee
- Large main staff room – and we hold weekly whole staff briefings
- Successful and very competitive staff sports teams playing other schools
- Staff voice lunches with the Headteacher
- Amazing involvement in charity events, national days, productions, teams, public speaking, Duke of Edinburgh etc
- PTA events
- Department social events



Bristol Road, Sherborne, Dorset DT9 4EQ
Tel: 01935 813122
e-mail: office@gryphon.dorset.sch.uk
Website: www.gryphon.dorset.sch.uk

SECOND IN MODERN FOREIGN LANGUAGES

Start Date: 1 September 2017

Closing Date: 9.00 am on Wednesday 22 March 2017

Interviews: It is hoped to hold the interviews in week commencing 27 March 2017

Salary: Teachers' Pay Scales plus TLR2.2 (£4,399)

Contact Details: School Office on 01935 813122, website on www.gryphon.dorset.sch.uk or e-mail office@gryphon.dorset.sch.uk

Situated in a beautiful area of North Dorset, with easy road access to London, Bath, Bristol, Exeter and the glorious Dorset coast, The Gryphon School is a highly over-subscribed 11-18, comprehensive, Church of England school that welcomes those of all faiths and of none. Our students come first and we encourage every student to strive for the highest possible levels of academic achievement alongside developing the personal attributes and qualities to thrive and make a positive contribution throughout life. We also pride ourselves on our support and care for everyone and each other.

We are seeking to appoint an ambitious, experienced and dynamic individual to work closely with the new Head of Modern Foreign Languages Department. It is an opportunity to assist in building upon and extending the skills and expertise of the current team who are keen to continue to provide an exciting and innovative curriculum and learning environment.

The successful candidate will have:

- a passion for teaching, learning and promoting modern foreign languages
- the ability to inspire a shared vision and direction for the Department
- the ability to challenge and support our students, parents and staff
- the ability to promote outstanding teaching and learning which leads to the highest levels of student achievement
- the ability to develop partnerships within the school, the community and industry and to promote extra-curricular activities and competitions
- excellent communication skills and the ability to celebrate and promote the importance and benefits of learning foreign languages
- the ability to be a team player who will go the extra mile to support students and also laugh and enjoy the challenges of this role
- to develop and implement the best ideas from around the world

The Gryphon is successful in gaining high results for its students at both GCSE and A-level. The large Sixth Form of 430 students is exceptional. Its students have an excellent record of success in gaining university entrance, including to Oxbridge and the Russell Group, and in the most challenging courses. We are a very proud school which attracts students from around North and West Dorset as well as South Somerset.

The Gryphon is a wonderful place to work and has a special atmosphere and feel. It became an academy in August 2012 to sustain the quality of our outstanding provision. You will find Sherborne to be a centre for educational excellence as a beautiful rural country town that has easy road and rail links to London, Bath, Bristol, Exeter and the glorious Dorset coast. We are an outward looking school with excellent community links as well as strong relationships with other good and outstanding schools across the South West and England.

Teaching is often outstanding. Teachers make lessons stimulating and practical. They have excellent subject knowledge. The Good School Guide described pastoral care and discipline as 'exceptional'. Students are reflective, behave with great courtesy, and are heavily involved in working with staff to improve the school and the welfare of others. We are a comprehensive school serving a diverse community. The high quality support staff make a real difference.

Our special culture and ethos focuses on high achievement both personally and academically which comes from the tremendous work of all our staff and the great achievements of our students.

The Gryphon School values the diversity of our workforce and welcomes applications from all sectors of the community.