

HEAD OF FRENCH

for September 2018

Alleyn's is one of the country's leading co-educational independent day schools, committed to developing excellence within an ethos of strong pastoral care and a vibrant co-curriculum. Our holistic approach aims to nurture every pupil, enabling them to develop their potential while making friendships and enjoying life to the full.

Tracing our roots back to Edward Alleyn's College of God's Gift, founded in 1619, we moved to our own 30-acre site on Townley Road in 1887 and, in 1976, were one of the first such schools to go fully co-educational.

We believe that learning together in a supportive environment provides the best framework for boys and girls to excel at school, to discover new ideas, skills and enthusiasms and to prepare for university and the multi-gendered world of work and life in general. Links with local and overseas schools, universities and charities provide further opportunities to enrich that learning in different contexts and to make new and lasting friends.

Our community is warm, caring and inclusive. We are able to offer a range of bursaries and scholarships to support boys and girls most able to benefit from an Alleyn's education, irrespective of financial means.

We are proud of our pupils, who leave us with excellent examination results, places at some of the world's top universities and specialist centres of higher education, and also with a sense of confidence, mutual respect and social responsibility.

We also greatly value our committed and hard-working staff, whose dedication makes possible the achievements of our pupils.



Dr Gary Savage, Headmaster

Our Co-educational Community

Boys and girls at Alleyn's genuinely enjoy and appreciate each other's achievements and contributions and it is satisfying to see them grow in confidence as our co-ed community offers them a fabulous variety of ways to develop skills and cement lifelong friendships.

The Junior School is a member of IAPS, with pupils aged from 4 to 11. The Senior School is an HMC school with pupils aged from 11 to 18. This year there are just over 1,000 pupils in the Senior School, of whom 302 are in the Upper School (Sixth Form). Our main intake to the Senior School is at 11+ and there are further new places at 13+ and at 16+. We currently have six year 7 classes of 23 children, with smaller classes common at GCSE. Upper School teaching sets are never larger than 14 and are usually sized 8-12.

Exam Results

At Alleyn's we have a proud record of outstanding examination results and in 2017 our pupils continued that tradition. At A level, 92% of grades were A*, A or B, and 77% were A* or A grades. 41% were A*. Nearly 60% of our students achieved at least 3 A* or A grades and there was a 100% pass rate. At GCSE, 67% of grades were A*, 92% were A* or A, and 99% were A*, A and B. 34 students gained 10 or more A*s and 65% achieved all A*s or As.





Facilities

The School has approximately 30 acres of grounds with extensive playing fields. There is a recently resurfaced all-weather Astroturf sports area, a Sports Hall, and cinder running track. In 2009 the £13.5 million Edward Alleyn Building was completed providing Theatre and additional facilities for teaching, pastoral care and the performing arts. More recently the swimming pool has undergone a significant redevelopment and in 2016 a major project saw a new wing added to the Science building. In the last few weeks we have opened our brand new Lower School which comprises 12 state-of-the-art classrooms, seminar rooms, a flexi space and large atrium space. An ongoing major capital programme includes future plans for additional facilities in the Junior School, Library, Archive and Sixth Form centre as well as a new Dining Hall.

The library is very well stocked and well used and individual Departments are all extremely well resourced. Networked computers are available throughout the school, with broadband internet access and WiFi across the site.

Curriculum

There is a common curriculum in Year 7. Subjects taught include Art, Biology, Chemistry, Computing, Design Technology, Food and Nutrition, Dance, Drama, English, Geography, History, Latin, Maths, Music, PE, Physics, Religious Studies, Spanish and our Alleyn's Learners' Programme. These subjects continue in Year 8 where there is some setting in Maths and a second language choice is introduced. There is a wide choice of subject options in Years 10 and 11. The current GCSE curriculum includes English Language, English Literature, Mathematics, a Modern Foreign Language and the three Sciences (the vast majority do the Triple Award) alongside a wide choice of options available to all students. The Sixth Form options system offers immense choice and flexibility. All pupils currently take 4 subjects in Year 12 and 3 or 4 subjects in Year 13 in addition to PSCE and Enrichment

Pastoral system

Pupils have the same Tutor for their time in the Lower School (Years 7 and 8) under the care of the Head of the Lower School. In Year 9, they move to the Middle School where they join one of eight houses. The eight Heads of House are responsible for pastoral welfare from Years 9 to 13 in conjunction with the two Assistant Heads responsible for these years. Team games, music, debating and other inter-house competitions are organised through the House System.

The School has its own Chaplain and Assistant Chaplain and there are also two qualified counsellors available to pupils.

All members of the teaching staff are expected to play a full part in both the enrichment activities within their own department and the school co-curriculum more broadly.



Academic Enrichment

We are committed to academic enrichment, both inside and outside the classroom, providing opportunities for pupils to learn new things, extend their horizons and develop a lifelong love of learning and a keen appreciation of the life of the mind. To this end, we have introduced an integrated course in meta-cognition at Key Stage 3, increased the number and quality of visiting speakers coming into school and created new opportunities for pupils to develop their ideas in extended project work. We shall continue to extend this work over the coming years, providing intellectual stretch, challenge and enrichment for the entire Alleyn's community without compromising the co-educational warmth and co-curricular balance which makes us the successful and happy school that we are and wish to remain.

Co-curricular

Alleyn's Sport offers opportunities at all levels. The PE/Games curriculum throughout the School is varied, encompassing a wide variety of team games and individual sports. School teams run in a large number of major and minor sports. We encourage pupils to represent the School at one or more sports at any age group, so that during the course of a year well over three-quarters of the pupils in the School will have taken part in competitive sport.

In Music there are over thirty performing groups including orchestras, choirs, wind bands, a jazz band and numerous chamber groups. In Drama there are usually three or four main productions each year, with additional pupil-led Bearpit productions. Drama clubs are offered.

The vast majority of pupils join the CCF, Duke of Edinburgh's Award Scheme or the Volunteering programme in Year 10. In addition there is a very wide range of clubs, societies and other activities.



THE MFL DEPARTMENT

The MFL department currently consists of thirteen teachers. There is a Head of Modern Languages, in addition to Heads of French, Spanish and German. Many members of the department offer two languages up to GCSE or A level. Being able to offer a second language to GCSE would be desirable. There are also foreign language assistants for Spanish, French and German and we currently offer clubs in Italian, Mandarin and Russian.

Curriculum offered from September 2018

Year 7:	Linguistics & MFL Carousel
Year 8:	Two from Spanish, French, German
Year 9:	Two or three from Spanish, French, German, Latin
Years 10-11:	Edexcel GCSE at least one from Spanish, French, German
Years 12-13:	Edexcel A-level offered in Spanish, French; Pre-U offered in German; DELF, DELE & ZDaF courses offered; Italian Enrichment
Years 10-13:	Enrichment courses in Mandarin Chinese; Opportunity to take HSK exams
Bilingual pupils:	We offer the opportunity to study for the DELF, DELE & ZDaF in accelerated classes.

Clubs and Enrichment

We offer a wide range of clubs, trips and activities to our students:

- Year 9 Beginners' Support
- GCSE Support Sessions (Grammar and Speaking)
- Upper School Grammar Club
- Cultural Talks through the MFL Society
- Theatre and Cinema Trips
- Study Visits to France, Germany & Spain
- UKLO Competition
- Inter-school Debating Competition
- Extension Classes and Oxbridge Preparation

KS3

In Year 7, all pupils begin the year with a four-week Linguistics Course. The aim is that students better understand how languages work and can progress to "actual" language learning with greater confidence.

Each Year 7 group then completes a six-week carousel in Spanish, German and French. At the beginning of the Trinity Term, they choose the 2 languages they would like to continue with. They will begin one for the Trinity term and the second at the beginning of Year 8.

In year 8, pupils take up their second modern language as chosen towards the end of Year 7. They continue with these two languages for the duration of Year 8.

In Year 9, pupils can continue with both of their languages (and Latin should they wish – see below) or they can drop one in favour of a creative subject. During the course of the year pupils are asked to select at least one modern language to study in years 10-11 to GCSE and it is possible to continue to study two modern languages at GCSE.

KS4

In Year 10 all pupils continue with 7 periods (45 minutes) of the modern language they have selected. There are currently 7 Spanish, 3 French and 2 German GCSE groups in Year 10.

In Year 11, courses continue for six periods per fortnight and at the end of the year pupils sit the Edexcel GCSE examination.

KS5

In French and Spanish, we offer the Edexcel A-level course and in German we offer the Cambridge Pre-U course. Each group has 12 periods per fortnight in Year 12, followed by 14 periods per fortnight in Year 13. Students have an extra period timetabled in a small group with the foreign language assistant in addition to their timetabled classes. They also have one or two of their lessons in the language lab.

What is the course at A-level like?

We follow the Edexcel course, which is comprised of four inspiring and engaging themes, allowing students to gain in-depth cultural knowledge about France and the wider francophone world. Alongside the themes, students will have the opportunity to study a film and a literary text. As part of the oral examinations, students will undertake an Independent Research Project into an area of interest related to France and the French-speaking world. We aim to offer a study trip to France for A-level French groups.

Facilities and Resources

All lessons, other than in Years 7 and 8, are taught in a suite of classrooms in the main school building. These include 2 multi-media language laboratories (with Sanako), one of which is used exclusively for Sixth Form teaching. Almost all pupils in Years 7-11 attend the language laboratory once a fortnight.

The department has a full-time administrator and is very well resourced in terms of equipment, including subscriptions to journals, and ICT provision. We have CleverTouch screens in every classroom. Members of the department are also strongly encouraged to undertake continuing professional development, including courses abroad as appropriate. The teachers within the department are housed in a modern purpose-built office near to the teaching rooms.

We have a wide range of school trips and visits to the target language countries. During the last two academic years we ran eight trips to either France, Spain or Germany. An interest in helping with and participating in such visits is highly desirable.

Commitment, enthusiasm, a love of the subject and a capacity for hard and sustained work are required in any candidate for a post in Modern Foreign Languages.



POST OUTLINE

We are seeking to appoint an excellent, committed, enthusiastic and dynamic teacher as Head of French for September 2018. The successful applicant will provide professional leadership and management of the Department to secure high-quality teaching, effective use of resources and the highest standards of learning and achievement for all pupils. To this end, she or he will possess excellent organisational and administrative skills, while at the same time being able to inspire pupils and staff alike.

What follows is not a comprehensive or exhaustive list, but some of the key tasks of this multi-faceted and challenging role.

The Head of French will undertake the following responsibilities:

To lead the teaching and learning in the Department by

- contributing to and taking responsibility for the high-quality teaching and learning of French throughout the Senior School, ensuring that all pupils (including the most able, those with SEND and boys and girls) make the best possible progress;
- leading and managing a team of subject specialist French teachers;
- in conjunction with the Head of Modern Foreign Languages, monitoring the quality of teaching and learning within the department including via lesson observations, work scrutiny and performance management meetings;
- identifying professional development needs and supporting colleagues in their professional development;
- organising and overseeing the work of the French Assistants;
- taking the lead in ensuring the delivery of all elements of the French courses, including ensuring appropriate schemes of work are in place and that they are delivered effectively, and also reviewed and revised regularly;
- ensuring structures and systems are in place to enable effective monitoring and tracking of pupils' progress;
- promoting the value and appreciation of speaking and reading in a foreign language for pleasure;
- promoting creativity and a growing sense of independence amongst older pupils;
- consolidating and updating schemes of work particularly with regard to recent changes in the French public examination courses;
- taking the lead in developing and organising French trips, as part of a coordinated and extensive programme of trips across the MFL Department;
- holding regular departmental meetings to facilitate discussions where teaching and learning best practice is discussed;
- being ICT literate and having experience of using appropriate software in the classroom;
- preparing and being responsible for the annual departmental budget;
- overseeing the French area of the School's VLE and website;
- fostering an academic ethos and love of learning by taking the lead in offering opportunities for extension and enrichment of pupils in all year groups, including, but not limited to, the running of educational trips, and contributing to internal clubs and events;
- collaborating with other departments on cross-curricular projects when opportunities arise;
- contributing to and promoting the collegiate philosophy which underpins departmental activities at Alleyn's, delegating responsibilities as appropriate; in particular the Head of French will work closely with the Head of MFL and also the Heads of German and Spanish;
- organising the setting and marking of any entrance and scholarship papers required, as well as undertaking admissions and scholarship interviews;
- overseeing a programme of extension and support for Oxbridge candidates and students, and advising on university applications French related courses;
- maintaining a departmental handbook which includes an up-to-date programme of study, policies and schemes of work.
- ensuring that all Health and Safety requirements within the Department are implemented.

To represent the Department in a leadership role by

- attending the Heads of Department meetings, other committee meetings and academic information evenings as appropriate;
- being present in School on the A level results day and GCSE results day and dealing with any concerns as they occur on or after the results day;
- producing an annual report and an action plan with specific reference to examination data as part of the departmental review process;

- participating in the wider running of the School, contributing to pastoral teams and liaising with the Heads of Sections;
- contributing to the overall marketing and development of the School's reputation and promoting the profile of the French Department within the extended Alleyn's community;
- contributing to the Department's co-curricular activities, participating in the wider school programme of co-curricular activities, and supporting other members of the Department in the same;
- promoting and protecting children's welfare in all aspects of their contribution to school life and following school Health and Safety guidelines.

Alleyn's has its own competitive salary scale and accommodation may be available. If you have any questions about the post or about the French Department, please contact the personnel administrator (personnel@alleyns.org.uk).

Arrangements for the Appointment

Applications

The application pack can be downloaded from our website, www.alleyns.org.uk/vacancies. Candidates should complete all sections of the application form and submit it together with a completed Equal Opportunities Monitoring Form, full CV and covering letter (addressed to the Headmaster, Dr Gary Savage). All documents should be emailed to personnel@alleyns.org.uk.

Alternatively they can be posted to Dr Gary Savage, Headmaster, Alleyn's School, Townley Road, London SE22 8SU

The deadline for applications is **8am on Thursday 22 February 2018**.

Interviews

Interviews will take place at the School during the week commencing Monday 26 February 2018 and will consist of an interview with relevant colleagues including the Headmaster. Shortlisted candidates will be asked to plan and teach a lesson and there will be an opportunity to have a tour of the School and to meet other members of the department.

Please note that references may be taken up before the interviews. If you would prefer to be contacted first please state this in your application.

Safeguarding

Alleyn's 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 the Disclosure and Barring Service.

Equal Opportunities

Alleyn's School is an Equal Opportunities employer and welcomes applications for all posts from appropriately qualified persons regardless of age, disability, ethnicity, gender, marital status, sexual orientation, religion or belief.



For further information, including the latest news and exam results, please visit our website, www.alleyns.org.uk