

The people behind
the magic.



JOIN OUR TEAM



Assistant Head of Modern Foreign Languages Department (French Specialism)

Salary: Teacher Scales plus TLR2a £3,213

Contract: Permanent, Full Time (Part Time may be considered, please specify on the application form)

Closing Date: Friday 17th May 2024 at 9am

Interview: w/c Monday 20th May 2024

Start Date: September 2024



Together
Learning Trust

THE SCHOOL



A colourful world.

Welcome to **Ryburn Valley High School**. We're a thriving and vibrant school, in a well-equipped, modern building with a truly stunning setting looking out across the Calderdale hills. Our core purpose is to inspire students with a love of learning, a zest for life and a genuine confidence to excel in a colourful world.

Ryburn is a really special school with a well deserved reputation for providing an education which develops students' character and passions as well as strong academic results. Our students are continually described as showing exemplary behaviour and kindness.

A true comprehensive, Ryburn has over 1500 students from 11-18 with a broad spread of backgrounds and levels of attainment, including ~20% on FSM and a higher than average number of students with SEND. Ryburn is the first choice school for many students who may have considered the local grammar schools, and is closely involved with the local community. Whilst many school sixth forms in the area have closed, Ryburn Sixth continues to offer a high quality 16+ provision with A-levels and vocational courses and a high level of individual support.

We are particularly proud of our student leadership, creative arts and sporting achievements. Our innovative 'iD' curriculum for PSHCE uses literature and experience-based learning to explicitly develop a range of qualities such as empathy and resilience as well as boosting literacy, and has earned us the recognition of the Character Kitemark Plus. Whatever their strengths, we give students countless opportunities to shine.

We do all this through our amazing staff, in and outside the classroom, and across the trust. Staff who put passion, care and creativity at our heart, backed up with highly effective teaching strategies, and underpinned with mutual support and collaboration. Schools can be intense places to work and we always aim to put 'staff first', recognising that a focus on staff wellbeing and development benefits everyone.

Join the Ryburn family, where everyone is supported and challenged to excel.



Ryburn Valley High School provides a strong, vibrant and welcoming community. Pupils swell with pride when they talk about their school. They told inspectors about the opportunities they get to develop their confidence and resilience.

- OFSTED REPORT 2022

EXPLORE MORE



www.rvhs.co.uk



[ryburnvalleyhighschool](https://www.facebook.com/ryburnvalleyhighschool)



[@RVHS_school](https://www.instagram.com/RVHS_school)



When schools collaborate, incredible things happen.

Together Learning Trust is a thriving local family of schools. By this autumn we will comprise of three secondary schools, two school sixth forms, five primary schools and a special school, inspiring 5800 young people in Calderdale and Kirklees. We are driven by a shared commitment to providing magical learning experiences for all our children and a belief that all of them can achieve great things.

Exceptional achievement stems from developing world class teaching and learning. Creativity is the core of our values. Our staff are amazing, in both the relationships they forge and the incredible range of opportunities they make possible. We get great results, but we give and expect so much more. We are shaping a generation of future global citizens with the character they need to succeed; with the integrity and commitment to excellence that will enable them to thrive.

Together Learning Trust schools are wonderful places to work. We value and support our team across all our schools, and recognise the ideas, experience and expertise of our staff. Being part of the Trust opens up new opportunities for staff development. The Trust schools work closely together to identify and then implement the best school improvement strategies across its schools. Our aim is to grow great people and talent.

We cherish our staff, support their wellbeing and enable them to flourish. Being part of Together Learning Trust feels special due to the unique nature of the schools and the opportunities it brings for staff, students and communities to collaborate. For everyone involved in our Trust our mission is simple. To **Grow, Excel, and Learn Together.**

What could we do, together?

DAVID LORD, CHIEF EXECUTIVE OFFICER



"I believe that the support that schools can provide each other cannot be underestimated. Being part of the Together Learning Trust enables our schools to continue to flourish and develop within a supportive school focused community, where the expertise of those who have a hands on understanding of our children will lead the way forward."

**- LIZ WOODFIELD, HEADTEACHER,
MELTHAM MOOR PRIMARY SCHOOL**

EXPLORE MORE



www.togetherlearningtrust.co.uk

Together
Learning Trust

THE JOB

Assistant Head of Modern Foreign Languages Department

Are you a passionate, hardworking and focused teacher who understands how to build a culture and ethos that promotes health, fitness, equality and high expectations of all pupils? Do you believe that you can secure outstanding outcomes for all students in a safe, vibrant, and happy school? Are you passionate about Modern Foreign Languages particularly French and making this accessible to all students? If this sounds like you, we'd love to hear from you.

What will you get in return?

This is a fantastic opportunity to assist in leading a creative and friendly team under the direction and with the support of the Department Head and Head of School at Ryburn Valley High School.

You will also benefit from fantastic support from the central Trust team, the school improvement team, and your fellow leaders of the other schools in the trust. With expertise on hand to support you in areas such as curriculum design, you're free to do what you do best at this wonderful school. At Ryburn Valley you'll find a strong foundation where you can make a real difference to the lives of up to 1500 children and young people and our local community.

What the role involves in a nutshell:

- Work collaboratively with the Head of Modern Foreign Languages (MFL) to provide a vision for developing MFL across the curriculum.
- Play a key role in supporting the Head of Department to ensure outstanding outcomes for students in all areas of teaching and learning, curriculum provision, standard of attainment and behaviour and safety within the curriculum area.
- To deliver high quality curriculum provision through effective teaching and learning of MFL
- Plan work in accordance with the curriculum area programmes of study to ensure progress and the personalised learning needs of every student.
- Set appropriate and demanding expectations for students' learning, motivation, and presentation of work.
- Communicate clear purpose and vision for developing MFL across the curriculum to colleagues within your department and within the school.

Benefits

- Automatic enrolment to the Teacher Pension Fund
- Staff development through appraisal and CPD
- Free Parking
- An onsite Gym
- Regular well being activities
- Regular social activities and sport
- Working as part of a creative and supportive team who want the best for all of our students

If our school sounds like a place in which you could really make a difference, then we'd love to hear from you.

JOB DESCRIPTION

Assistant Head of Modern Foreign Languages Department

Responsible to:	Head of Modern Foreign Languages
Scale/Salary	TLR 2A
Main Purpose of the role	<p>In the role of Assistant Head of Department for Modern Foreign Languages you will:</p> <ul style="list-style-type: none">• Work collaboratively with the Head of Modern Foreign Languages to provide a vision for developing Modern Foreign Languages across the curriculum.• Play a key role in supporting the Head of Department to ensure outstanding outcomes for students in all areas of teaching and learning, curriculum provision, standard of attainment and behaviour and safety within the curriculum area.• Communicate clear purpose and vision for developing Modern Foreign Languages across the curriculum to colleagues within your department and within the school.• Provide clear, cohesive leadership and direction in the department by motivating teachers and those supporting in the classroom to develop innovative strategies to enhance the quality of learning, teaching and achievement.• Promote the achievement of high standards through effective teaching and learning within Modern Foreign Languages areas including preparation, evaluation and action planning.• Ensure the implementation of the intervention model, following every data collection cycle across the department.• Receive and act on feedback to continually build on the strengths and improve personal performance within the school systems.• Model the vision and values of the school.• Demonstrate outstanding teaching and learning through your own practice and through the leadership of others.• Carry out the professional duties of a teacher as circumstances may require and in accordance with school and Trust policies.
Main Duties & deliverables	<p>The Head of Modern Foreign Languages will identify key area(s) of responsibility and delegation within the department, substantive to the TLR of the post. This may include, for example, a key stage, specific subject area, specific key teaching group or teaching and learning focus – the area(s) of responsibility will be subject to annual review based on the needs of the department.</p> <p>To support the Head of Modern Foreign Languages you will:</p> <ul style="list-style-type: none">• Lead the development of Modern Foreign Languages both in the classroom and across the school as delegated by the Head of Modern Foreign Languages.• Teach students as well as carrying out associated pastoral and administrative duties in accordance with the aims and objectives of the school.

- Support the Head of Modern Foreign Languages to ensure teachers in your department consistently deliver good or better lessons and maintain positive learning environments.
- Work with the Head of Modern Foreign Languages to plan schemes of learning and lessons for Modern Foreign Languages at the relevant key stages (3 and 4, and 5) which are engaging and relevant to students' needs and interests.
- Support in the tracking and monitoring of student progress across your department.
- Support and promote the professional development of teachers, providing training, mentoring and coaching where appropriate.
- Maintain the highest standards of professionalism and consistently apply school systems.
- Carry out any other additional duties as may be required from time to time by the Head of Modern Foreign Languages.

You will support the Head of Modern Foreign Languages to develop and enhance Leadership and Management in Modern Foreign Languages by:

- Supporting the Head of Modern Foreign Languages in developing and reviewing syllabuses, resources, schemes of learning, marking policies, assessment and teaching and learning strategies in the department.
- Actively monitoring student progress and ensuring appropriate intervention is put in place.
- Undertaking Performance Management Review(s) and to act as reviewer for a group of staff within the designated department.
- Working with the Head of Modern Foreign Languages in maintaining departmental tracking data with evidence of intervention and impact.
- Championing best practice, demonstrating teaching skills and leadership qualities necessary to command respect, and encourage commitment to raising standards.
- Supporting the Head of Modern Foreign Languages in ensuring the behaviour management system is implemented in the department so that effective learning can take place.

You will support the Head of Modern Foreign Languages to develop and enhance Teaching and Learning in Modern Foreign Languages by:

- Being accountable for key areas of the development and delivery of the department's curriculum (as delegated by the Head of Modern Foreign Languages).
- Working with the Head of Modern Foreign Languages in devising, implementing and monitoring schemes of learning to ensure they focus on consistent and effective learning and teaching to produce progression for all, including appropriate differentiation.
- Supporting the Head of Modern Foreign Languages in monitoring the quality of learning and teaching across the department through the use of observation, work scrutiny, student data and student voice.
- Taking account of and reviewing school contextual factors (including SEND) and prior attainment when planning and teaching lessons.
- Reflecting on the success of teaching strategies, individual lessons and programmes of study in meeting the needs of students.
- Taking part in coaching and mentoring programmes to support colleagues and develop their own practice.
- Striving for outstanding lessons across the department.
- Working with the Head of Modern Foreign Languages in providing good

	<p>quality assessment using formative and summative methods in conjunction with the school's assessment policy.</p> <p>You will support the Head of Modern Foreign Languages to develop and enhance Assessment and Monitoring in Modern Foreign Languages by:</p> <ul style="list-style-type: none"> • Working with the Head of Modern Foreign Languages to ensure accurate assessments are made for all students and that standardisation is undertaken across the department. • Supporting the Head of Modern Foreign Languages in ensuring that the intervention model is implemented across the department.
General	<ul style="list-style-type: none"> • You will be aware of and comply with policies and procedures relating to child protection, inclusion, health, safety and security, confidentiality, and data protection, reporting all concerns to an appropriate person without delay. • You will participate in training and other learning activities and performance development as required. • You will ensure you carry out your role in a way that demands high standards whilst supporting inclusion and welcoming diverse thinking. • You will ensure strict confidentiality in all areas of work. • You will work and process personal and sensitive information in accordance with the Data Protection Act 2018 and the UK General Data Protection Regulations (UK GDPR). • You will ensure work is conducted in a way that protects the safety and security of information (e.g., strong passwords, reporting breaches, securing paper records, securely disposing of records). • You will understand and comply with the statutory guidance regarding safeguarding of children, always ensuring the safeguarding and promotion of children's welfare, reporting any concerns to the Designated Safeguarding Officer at once. • You will always comply with the Trust's policies and procedures. • You will undertake other reasonable duties (with competence and experience) as requested, in accordance with the changing needs of the organisation.
Expected Behaviours	<ul style="list-style-type: none"> • Support the ethos, vision, principles and values of the school. • Treat colleagues, students and all members of the community with respect and consideration. • Treat all students fairly, consistently and without prejudice. • Set a good example to students in terms of appropriate dress, standards of punctuality and attendance. • Support the ethos of the school by upholding the code of conduct, uniform rules, etc. • Ensure you abide by the teaching standards within your assigned curriculum area, highlighting outstanding practice in the classroom and acting as a role model to all staff. • Take responsibility for own professional development and participate in arrangements adopted by the school for the assessment of his/her performance and that of other teachers. • Reflect on our own practice as well as the practices of the school with the aim of improving all that we do and achieving excellence. • Read and adhere to School policies and implement School improvement plans. • Participate in the development and management of the school by attending various team and staff meetings. • Undertake duties as prescribed within the school's policies.

	<ul style="list-style-type: none"> • Undertake professional duties reasonably assigned to them by the Headteacher. • Be proactive and take responsibility for matters relating to health and safety. • To play a full part in the life of the school community, to support its distinctive values and ethos and to encourage and ensure staff and students follow this example.
<p>Other specific duties</p>	<p>Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task may not be identified. Employees will be expected to comply with any reasonable request from the Chief Executive Officer and Headteacher to undertake work of a similar level that is not specified in this job description.</p> <p>This job description is current at the date shown. It will be reviewed at least annually and, in consultation with you, it may be changed by the Chief Executive Officer or Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.</p>
<p>We are committed to safeguarding children, young people and vulnerable adults. All staff and volunteers are expected to behave in a way that supports this commitment and are subject to an enhanced DBS check. Please be aware that it is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children.</p>	





Assistant Head of Modern Foreign Languages Department

To be assessed through application, reference, interview and certificate

CRITERIA	ESSENTIAL	DESIRABLE
Qualifications		
Good degree in an appropriate discipline related to Modern Foreign Languages	✓	
Teaching qualification together with Qualified Teacher Status (QTS)	✓	
Knowledge, Skills and Experience		
Strong and secure subject knowledge in Modern Foreign Languages up to GCSE and/or A Level	✓	
Evidence of good student examination results	✓	
Recent and relevant teaching experience	✓	
Experience of assessment at key stage 3 and 4	✓	
Awareness of the strategies available for improving the learning and achievement of all students	✓	
Good understanding of curriculum developments in Modern Foreign Languages	✓	
Excellent classroom practitioner that can model best practice	✓	
Able to use a range of teaching and learning strategies	✓	
Understands how assessment for learning can improve student performance	✓	
Understands principles of quality learning, teaching and assessment including School review and self-evaluation	✓	
Able to apply effective practice and research evidence to improve outcomes	✓	
Confident in the use of standard ICT packages and how these can be used to enhance student learning	✓	
Able to use student level data to raise standards	✓	
Able to work independently and collaboratively as a member of a team	✓	
Strong enthusiasm for your subject area	✓	
Creative in problem solving together with willingness to take on and try new approaches and ideas	✓	
Ability to relate to students in a pleasant and sympathetic manner and to recognise potential safeguarding issues	✓	
Able to communicate both orally and in writing to students and their parents/carers	✓	
Able to communicate high expectations to all students	✓	
Willingness to share good practice across the department and beyond	✓	

Strong ICT skills including SMART board or Promethean		✓
Strong and secure subject knowledge in your subject area up to A Level		✓
Experience of assessment at key stage 5		✓
Curriculum design and management		✓
Personal Attributes		
A commitment to inclusive education	✓	
Ability to build positive working relationships with students, colleagues and parents	✓	
Self-driven, results-orientated with a positive outlook	✓	
A natural forward planner who critically assesses their own performance	✓	
Mature, credible with excellent interpersonal skills	✓	
Reliable, punctual, tolerant and determined	✓	
Empathetic leader - able to see things from another person's point of view	✓	
Able to motivate and persuade, negotiate and influence others	✓	
Well-presented and professional	✓	
Keen for new experiences, responsibility and accountability	✓	
Able to get on with others and be a team player	✓	
Ability to evaluate own learning needs and actively seek learning opportunities	✓	
Integrity and exercises confidentiality	✓	
Ability to think pragmatically and be solutions focused	✓	

HOW TO APPLY

Say yes to new adventures.

Could we be a good fit for each other? If you'd like a chat about the role, or have any questions, then we'd be delighted to hear from you. Please contact Carrie Burbidge our Personal Assistant to the Senior Leadership Team via c.burbidge@ryburn.tlt.school

If you're ready to apply, please complete our application form and return it to recruitment@tlt.school by the deadline.

SAFER RECRUITMENT

We are committed to safeguarding children, young people and vulnerable adults. All staff and volunteers are expected to behave in a way that supports this commitment and are subject to an enhanced DBS check. Please be aware that it is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children. If you are shortlisted for interview, we will undertake an online public search in line with guidance from the Department for Education and Keeping Children Safe in Education 2023.