



SILCOATES

Independent education for boys and girls aged 3-18

TEACHER OF MFL (PART TIME- 0.4) for September 2021

CANDIDATE INFORMATION PACK





INTRODUCTION

Thank you for your interest in this post.

Silcoates is a lovely community to be part of, with friendly, dedicated staff and able, enthusiastic and courteous pupils. The information on the School within this pack and on our website will hopefully give you more of a flavour of this.

This role offers an exciting opportunity for the successful candidate to develop on the excellent work done to date and continue to inspire and drive all of our students, from Year 7 to our A Level students. We enjoy small class sizes which means that we can focus on each student's needs. We have talented colleagues and excellent facilities, all making Silcoates a great place to work.

We hope that you are excited by this opportunity at Silcoates and that, having read the information below, you are encouraged to apply.

OVERVIEW OF SILCOATES SCHOOL

Silcoates is a co-educational 3 to 18 school of 510 pupils, which seeks to bring out the very best in every pupil through instilling in them a love of learning and a willingness to seize every opportunity they are given. The School is located five minutes from Junction 41 of the M1 motorway and ten minutes from Junction 30 of the M62 motorway. A daily coach service, covering six routes, is provided for pupils living slightly further afield.

The School underwent a regulatory compliance inspection in October 2019 and was found to be compliant in every category, there being no recommendations or action points for us to consider. The Pre-School was also inspected by the National Day Nurseries Association in September 2019 and was given the Platinum Award due to the excellence of its provision.

Whilst many of our pupils begin their life at Silcoates in the Junior School, others join aged 11 and 16 (and at many points in-between!). This continuity serves to embed the skills and qualities that make our pupils enthusiastic and effective learners. It also ensures that they develop strong and life-long friendships with their peers. New pupils to the School are given an especially warm welcome and they soon feel valued members of our community.

Whilst we are academically selective, the pupils have a broad range of abilities and needs and thus we have a curriculum that becomes increasingly flexible as pupils develop their own strengths and aptitudes. The most academic will succeed at Silcoates. Students have been accepted at Cambridge, Durham and other Russell Group Universities, as all our pupils are given the opportunity to fulfil, or even exceed, their academic potential.

The breadth and variety of our curriculum is matched by the range of activities on offer outside the classroom. Having all the School on one site enables the pupils in the Junior School to benefit from the vast array of facilities on offer, from the all-weather playing surface to the indoor swimming pool to the fully-equipped Drama Studio. In the Senior School, pupils are given numerous opportunities to get involved, both within and outside the curriculum.

Sport and exercise are important features of life at Silcoates. Pupils are introduced to our core sports of rugby, hockey, netball and cricket in the Junior School and, due to our size, most have the opportunity to play for the School throughout their career. Recent tours have included the US and Canada, Italy and South Africa. We passionately believe that sport is for all and so alternative options are available, such as basketball, tennis and badminton, with the emphasis being as much on participation and development as on achievement.

All pupils are given every encouragement to express themselves in the full range of artistic activities. This is certainly in evidence in the Junior School, where the children have the chance to sing, paint and perform on an almost daily basis. Pupils throughout the School have the opportunity to excel in Art and are also able to study Photography at A Level. Music is also extremely popular, not least due to our modern and well-equipped specialist facility. Drama is also extremely popular: recent productions have included 'Alice in Wonderland' and 'Grease'.

Pupils of all ages have the opportunity to push themselves way beyond their comfort zones through going on trips and expeditions abroad. The Duke of Edinburgh's Award Scheme is very well established at the School and several pupils achieve Gold every year. 'Grit' and determination are also evident on our biennial expedition to Tanzania, when senior pupils have the opportunity to participate in the life of a rural village, whether that be through refurbishing a school or educating the children. Such activities are life-changing and many pupils look back on them as one of the highlights of their time at Silcoates.

The principal accolade that many parents and former parents afford the School is that it is a warm and welcoming community and that their children make friendships here that last them a lifetime. It is certainly true that there is not one 'type' of Silcoatian and that the School endeavours whenever possible to focus on an individual's needs, whether they be academic, co-curricular or social, to ensure that everyone feels encouraged, safe and happy. Our pastoral system enables every pupil to have a close relationship with their form teacher or tutor and, in the Senior School, their Head of Section.

Not only do we care for one another, we also acknowledge the good fortune we have been given to be part of Silcoates. All pupils take part in a large number of charitable activities throughout the year. Through our Assembly programme, we seek to imbue each and every member of our community with a sense of mission to help others. Humility and a sense of responsibility are traits we wish to see at the heart of all Silcoatians.

MFL AT SILCOATES

Acquisition of a modern foreign language at Silcoates begins with delivery by subject specialists in Year 3 right through to Year 13. Currently, pupils begin their language learning journey with the introduction of French. The emphasis in the lower years is on learning through song, role-play and language games.

Languages are brought to life within the classroom and beyond through lively, engaging and challenging activities, involving cooperative learning and opportunities to apply this learning in real life situations. Learning languages at Silcoates enables pupils to develop their listening, speaking, reading and writing skills and to express themselves with increasing confidence, independence and creativity. They enjoy gaining an insight into other countries, cultures and communities, which in turn gives them a different perspective and deeper insight into their own language, culture and society. The department is resource rich with both written and electronic materials. All learners have access to on-line subscriptions.

In Year 7, the second language, German, is introduced and runs concurrently with French. In both languages, the foundations of grammar are introduced and reinforced. The majority of pupils study both French and German throughout Years 7 and 8, gaining the enthusiasm, skills and knowledge, which will provide a solid foundation for future study to GCSE and A Level. By the end of Year 9, pupils are well prepared for the start of GCSE.

In Years 10 and 11, students embark on the AQA GCSE specification. The department's objective is to enable students to develop their language skills to their full potential, equipping them with the knowledge to communicate in a variety of contexts with confidence. The skills of listening, speaking, reading and writing all carry equal weighting in the final examination, covering the three main themes of identity and culture, local, national, international and global areas of interest, and current and future study and employment.

AQA is also the chosen specification for A Level languages and allows a seamless transition from GCSE.

Teaching and Learning

A variety of styles are used and lessons may include discussions/group work/drama/film making/project work/student PowerPoint presentations, etc.

JOB DESCRIPTION

Under the general direction of the Faculty Leader, the successful candidate will have the following duties and responsibilities, these should be read in conjunction with the Staff Handbook:

Teaching and Learning

- Plan lessons and review schemes of work as appropriate in order to maximise the learning needs of pupils.
- Use information about pupils' prior attainment in order to set appropriate and challenging work.
- Provide targeted support for pupils who have special educational needs and/or for whom English is an Additional Language.
- Liaise with the Head of Learning Support as appropriate regarding pupils causing concern.
- Use a range of appropriate strategies for teaching and classroom management, including new technologies, which engage pupils and stimulate intellectual curiosity through the use of effective questioning, clear presentation and good use of resources.
- Create new resources, and assist in the updating of existing resources.
- Set high expectations for pupils' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships.
- Assess how well learning objectives have been achieved and use this assessment for future teaching.
- Take part in the various co-curricular classes, booster sessions and programme of events throughout the school year.
- Assist in the organisation and smooth running of trips and visits to aid students' learning outside the classroom.
- Be involved in the teaching, assessing and internal standardisation of courses.
- Display and exhibit pupils' work to a high standard, both in the classroom and around school.
- Assist the Faculty Leader in the day-to-day running of the Faculty.

Assessment, Recording and Reporting

- Mark and monitor pupils' class work and homework in accordance with school and departmental policies.
- Encourage pupils to be involved in self- assessment.

- Record and report on pupils' progress as outlined in the school and departmental assessment policies.
- Produce written reports in line with school and departmental reporting policies.
- Meet school deadlines for recording and reporting.

Pastoral Care

- Promote the well-being of pupils.
- Consult with the Faculty Leader regarding pupils causing concern.
- Liaise with the Form Tutor and Head of Section regarding pupils causing concern in the classroom.

Form Tutor

- Act as the first point of contact for parents on all matters except requests for leave of absence and circumstances of special seriousness or importance.
- Monitor all academic, co-curricular and social aspects of a tutee's life at Silcoates.
- Be aware of home circumstances and keeping in regular contact with parents.
- Ensure that good academic progress is being made in all subjects, with special reference, where appropriate, to public examinations.
- Ensure that tutees have a full but manageable programme of co-curricular activities.
- Keep a copy of all tutees' regular weekly commitments.
- Knowledge about all other commitments.
- Keep the Head of Section informed of tutees' all-round progress.
- Discuss half-term and end of term reports after completion.
- Where appropriate, write UCAS references and other testimonials and monitor accurate completion of all application forms.
- Write and proof-read end of term reports.
- Make full use of the pupil information system.
- Check and sign academic or behaviour reports daily.
- Maintain a full and up-to-date record of each tutee in the pastoral records.
- Be available for advice and help.
- Take necessary initiatives in tutees' interests and discussing significant areas of concern with parents or other appropriate parties.
- Carry out daily registration and following up any absences.
- Monitor absence and provision of work for tutees who are on extended absence.
- Attend tutor meetings convened by the Head of Section.
- Undertake duties in the year group area as designated by the Head of Section or Deputy Head (Pastoral).

Managing your own Professional Development

- To take responsibility for own professional development and to keep up to date with research and developments in the subject(s) you teach.
- To understand responsibilities in relation to school and departmental policies and practices, including understanding the school's aims and ethos.
- To improve teaching and pupils' learning through professional development activities.
- To participate in the Professional Development Review programme.

Please note that the successful candidate may be required to do some teaching in our Junior School (on the same campus and running the same timetable).

PERSON SPECIFICATION

Qualifications

Degree or equivalent in relevant subject.

Qualified Teacher Status.

Experience

A record of successful teaching or teaching practice.

Good working knowledge of the National Curriculum for subject area.

Understanding of current good practice in teaching and learning.

Record of continuing professional development.

Knowledge

To have a thorough, up-to-date knowledge of current trends in subject area.

To have good ICT skills and be willing to expand knowledge in this area.

To understand the assessment requirements of applicable courses as required.

Skills and abilities

A professional, welcoming and engaging style.

ICT and data literate.

A commitment to helping pupils realise their full potential.

A willingness to participate in co-curricular activities.

Experience of successful A Level teaching.

Other requirements

Flexible approach to working hours.

To take part in CPD and appraisal.

To undertake such other appropriate duties as may be deemed necessary by the Headmaster.

Further Information

The school's November 2016 ISI Inspection report is available on our website. We are delighted that ISI have captured the essence of our school and our commitment to continuous improvement.

Location

The school is located five minutes from Junction 41 of the M1 motorway and ten minutes from Junction 30 of the M62 motorway. A daily coach service, covering six routes, is provided for pupils living slightly further afield. Our postcode is WF2 0PD.





KEY INFORMATION

- The start date is 1st September 2021 The salary for this position will be dependent on experience.
- Service with the School is pensionable in accordance with the Aviva APTIS scheme.
- School lunch is provided free of charge during term time.
- The position is offered on a permanent, part time basis (0.4 FTE).

PROVISIONAL TIMETABLE

Closing date for applications: 9am, 13th April

Interviews: w/c 19th April

APPLICATION PROCEDURE

All applications must be submitted using the School's Application Form, which should be downloaded from our website and returned via email. Please include an accompanying letter in support of your application.

Silcoates School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.