



MYP English Teacher



We believe each child at La Garenne should be happy, safe, healthy, valued and cherished.

Discover the warm, family atmosphere that pervades our school, where traditional values are a way of life. Whatever your role, you will discover opportunities to share your passions and become part of our community.

Within this high-quality, holistic learning environment, children learn how to live in an international community. We instil a lifelong passion for learning: stimulating the children to be curious, creative, and independent critical thinkers. The school strives to nurture the talents of each child, meeting their individual needs and aspirations and preparing them to be responsible global citizens.



Children are encouraged to consider life as a treasure hunt to find happiness, where the values of openness, responsibility, organisation, honesty, politeness and respect are apparent every day.

The campus centres around an authentic yet modernised Swiss chalet, on the edge of Villars-sur-Ollon. Perched on a sunny plateau at an altitude of 1300m, the alpine location

offers breathtaking panoramic views, easy access to mountain sports and transport links to culturally rich lakeside cities.





By offering experiences to build resilience, we prepare the children for successful and balanced lives in the future. Our global school trips and expedition programme, provide them with challenges to develop personal confidence. We have adopted the following motto: “Be Happy, Never, Never, Never Give up” to reflect our approach to life.

With 70 years of experience, we have built a team committed to holistic

education. Our staff members enjoy working in a collaborative, friendly, creative and innovative environment.

We value academic excellence through highly committed and passionate teachers, inquiry-based learning, state-of-the-art educational technology and small class sizes that allow the children to blossom in an optimal and creative environment.

The International Primary Curriculum (IPC) is integrated with the English National Curriculum for the younger section. La Garenne is a candidate school for the MYP and DP programmes. From 2019, we will offer the MYP programme to Grades 6-10 (Years 7-11).



You will be involved in extracurricular activities that make life at La Garenne enriching for all students and staff alike. There are opportunities to participate in residential life, supporting the dedicated boarding team providing a genuine ‘home away from home’ for ninety boarders.

As a school we are committed to continuous improvement. La Garenne School is currently working towards full accreditation by the Council of International Schools, in line with our belief that reflection and peer evaluation are valuable to us as professionals.

If you believe you could be an asset to our school and your vision corresponds with our philosophy, please contact the School Director.

Job Title:	Teacher of MYP English Language and Literature / Language Acquisition	Department/Group:	Academic
Reporting to:	MYP Coordinator and Head Teacher	Responsible for:	Teaching English Language and Literature and/or Language Acquisition in the context of the MYP programme.
Position Type:	Full-time	Level/Salary Range:	Competitive

Job Description

General Role and Responsibilities

The ESL /MYP English Teacher undertakes the following duties:

- To teach English Language and Literature and/or English Language Acquisition in the MYP programme to groups of students in Grades 6-10 (Years 7 -11).
- To ensure that all lessons are planned, with clear aims and objectives.
- To ensure that all lessons are delivered in line with schemes of work and school policies.
- To take into account the differing knowledge and ability levels of all students and to differentiate work accordingly.
- To encourage all students to be actively engaged in their own learning and in reviewing their progress against targets.
- To ensure that all students are known by name and that the classroom atmosphere is positive at all times.
- To encourage and foster intellectual curiosity.
- To deal with inappropriate behaviour quickly and effectively according to the school's policy documents.
- To ensure that all subject matter is effectively communicated and understood by all groups of student
- To set appropriate tasks and challenges for personal study according to the published timetable, and ensure that it is regularly marked with constructive feedback, in accordance with the school's Marking and Assessment Policy.
- To keep careful records of student progress, in line with school policy.
- To ensure the maintenance of accurate, up-to-date records for all classes taught.
- To use data in the analysis and evaluation of student performance.
- To identify and take appropriate action on issues arising from data and reports.
- To complete periodic school reports for all students, as outlined in the annual reporting calendar, adhering to the report-writing guidelines.
- To ensure that there is a high standard of display work in the classroom, which is changed frequently.

- To keep classrooms tidy and well organised.
- To use the school's system of academic reward and sanction, as required.
- To attend scheduled meetings and professional development days.
- To develop English curriculum documents and resources for classes taught, in line with the Middle Years Programme (MYP).
- To participate in events and trips linked to the English programme.
- To continue with own personal and professional development, particularly that linked to the Teacher Appraisal programme.
- To undertake Teacher Appraisal as required by the school's policies.
- To set appropriate work for classes in English during any periods of absence and ensure that the work is thoroughly reviewed.
- To promote teamwork amongst the middle school teachers and other staff members.
- To act as a positive role model and promote the aims, values and ethos of the school and uphold all rules and policies.
- To carry out the normal duties of teachers as set out in the Staff Handbook.
- To read and adhere to all procedures set out in the Staff Handbook.
- To carry out a share of the supervisory duties in accordance with normal school schedules.
- To participate in appropriate meetings with colleagues, pupils and parents.
- To carry out any other duties that may be reasonably required by the General Director or the Head Teacher.
- To enforce the school's behaviour and uniform policies on a daily basis.

Communication

- To ensure effective communication and consultation with parents and carers of students.
- To liaise with other schools as appropriate.
- To write academic and character references for students moving to other schools.

Pastoral Responsibilities

- If required, to act as a Form Tutor and carry out all of the responsibilities linked to this role as detailed in the Staff Handbook.
- If a tutor, to monitor and support the overall progress and development of students within your Tutor Group.
- As a Class Tutor, ensure that students keep a detailed agenda for all study tasks.
- To monitor student attendance in lessons and ensure that follow-up procedures are put in place where necessary.

School Ethos

- To play a full part in the La Garenne Community; to support its ethos and to encourage all students and staff to follow this example.
- To actively promote the School's policies at all times.
- To comply with the School's Health and Safety Policies at all times, with particular attention to all student-safeguarding issues.
- Teachers are expected to attend the following events: End of term parties, the ski race, parent meetings and the annual visit to Europa Park. They are encouraged to support the children at other events where possible, and should be prepared to accompany children on other day or residential trips within Switzerland or beyond unless the school Direction has decided otherwise
- To view, assess and comment on the English admissions tests for incoming student applicants.
- Ensure the safety and security of all students whilst in school care, including the implementation of emergency procedures and risk assessments. This includes ensuring compliance with the Child Protection and Safeguarding Policy
- Participate in whole school activities when required, as detailed in the Teachers' Handbook

Person Specifications

Aptitudes, dispositions, skills:

- Kind and with a natural empathy for children
- A motivating and inspirational teacher and leader
- Passionate and dedicated to teaching
- Committed to the school ethos
- Innovative, flexible, calm and efficient under pressure
- Strong interpersonal and decision-making skills
- Excellent communication skills including use of ICT
- Outstanding organizational and administrative skills
- Capable of forming and expressing an independent view, whilst working effectively as part of a team
- Friendly with a professional approach capable of inspiring confidence
- Willing to work hard and with enthusiasm

Knowledge and Understanding

- Expert in child development.
- Expert in specific academic programmes involving innovative teaching methodology and Assessment for Learning.
- Subject specialist able to teach Grades 6 -10 (Years 7-11)

Qualifications and Education Requirements

- Minimum Experience and Qualifications:
- At least two years teaching experience, preferably in an international environment
- Bachelor's Degree in a relevant subject
- Experience in teaching UK National Curriculum, the IBMYP or IBDP

- PGCE or equivalent and Qualified Teacher Status

Desirable Experience and Qualifications:

- First Aid Qualification