

## **RECRUITMENT INFORMATION & CANDIDATE PACK**



**French Language Assistant**

**One Year Fixed Term Contract**

**Scale 5, Point 12 - Term Time Only**

**£21,563 Pro Rata (£25,833 FTE)**

**Closing Date: Monday 15<sup>th</sup> July 2019, 9am**

**AMBITION | INSPIRATION | OPPORTUNITY**

## Letter from the Headteacher

Dear Applicant,

Thank you for your interest in Regent High School, and the post of French Language Assistant.

***'This school continues to be good.'* (Ofsted, January 2018)**

Regent High School is an 11-19 co-educational comprehensive school with an inspiring and dynamic curriculum that challenges all students to realise their full potential. Our innovative curriculum equips students with the skills required for success as dynamic citizens of the 21st century.

In January 2018, Ofsted graded Regent High School and Regent Sixth Form as 'good,' with the 'Headteacher's vision, drive and determination ensuring that the school is moving forward rapidly.' Furthermore, they stated that Regent High School is 'an inclusive school with a culture of high expectations for all.'

Students thrive at Regent High School and leave us as inspired, independent and articulate young adults, ready to enter the world as ambitious global citizens. We are proud of our achievements and have a determined vision for the future, centering on our stimulating curriculum and state-of-the-art facilities; we look forward to even more successes and achievements as we embark on our journey to excellence.

As a member of staff at Regent High School you will be joining an outstanding team of dedicated colleagues who ensure our students are given the best possible education to become confident, successful and independent young learners. At Regent High School we pride ourselves on our creative and dynamic learning environment, enriched by our staff, students and network of partners. We encourage personal creativity and welcome innovative, forward-thinking ideas from staff.

Teamwork is at the heart of all that we do, and by working together we aim to secure a successful future for all our students. We encourage staff to spend some time with us before starting in their new role to gain a real understanding of our ethos and what we have to offer.

Please visit the 'Vacancies' section of our website – [www.regenthighschool.org.uk](http://www.regenthighschool.org.uk) – to download further information about our school to support your decision about applying for a post at Regent High School.

I very much look forward to receiving your application.



Mr G Moore  
Headteacher



## Our vision

Our vision is to produce students who are creative, independent and resilient global citizens of the 21<sup>st</sup> century. Our global, outward-looking approach to teaching and learning ensures our young people are successful, confident, adaptable and flexible, equipped to be successful in any pathway they choose.

As a member of staff at our school we ask you to understand, share and embrace our vision, ensuring that our values, vision and ethos are implemented in everyday practice. We have high expectations for both teaching and learning and have a strong focus on achievement and attainment. We are constantly looking for new models and teaching strategies to ensure our students are fully prepared to meet the growing demands of the 21<sup>st</sup> century. We encourage all members of staff and students to be innovative and inspiring thinkers.

## Our mission

- Offering an inspiring, dynamic and rigorous curriculum that meets the needs, interests and abilities of all children
- Encouraging students to reach, challenge and exceed their potential
- Providing a supportive and structured learning environment where students thrive
- Working with external partners to provide enhancing and enriching opportunities for every student
- Ensuring our students leave us as confident, articulate young adults ready to enter university or the world of work
- Getting to know every child so that their individual needs are met, their abilities are understood and their talents are developed

## Our offering

As a member of staff at Regent High School you will be joining an outstanding team of dedicated staff who ensure our students are given the best possible education to become confident, successful and independent young learners. At Regent High School, we pride ourselves on our creative and dynamic learning environment, enriched by our staff, students and network of partners. We encourage personal creativity and welcome innovative, forward-thinking ideas from staff.

Teamwork is at the heart of everything we do, and by working together we aim to secure a successful future for all of our students. We encourage staff to spend some time with us before starting in their new role to gain a real understanding of our ethos and what we have to offer.

## Induction

When you join us at Regent High School, you will benefit from a personalised approach to your continuing professional development (CPD) providing you with extensive opportunities for personal and professional gain. We believe there is always room for personal development and growth; therefore, we encourage all members of staff to continue to challenge themselves and make the most of the opportunities we offer.

## Our journey towards ‘outstanding’

In January 2018, Ofsted graded Regent High School and Regent Sixth Form as ‘good.’ We are committed to finding new ways to enhance our offer to students and maintain our impressive levels of progress, as we journey towards ‘outstanding’.

Furthermore, as a member of staff at Regent High School, you will contribute to ensuring all students are given equal opportunities, and chances of success. *‘Regent High School is an inclusive school with a culture of high expectations for all.’* (Ofsted, 2018)

## Our partnerships

Supporting our vision, Regent High School’s Strategic Goals include the following objectives:

- Regent High School is the hub for a network of strategic partners with whom we learn and share expertise;
- Regent High School is the parental school and Sixth Form of choice in local and wider community.

Our Partnership Strategy of effective working with the variety of local organisations readily accessible to the school is integral to achieving our vision.

The advantageous location of the school in Camden gives it proximity to a number of high-profile, world-class institutions; the school is very fortunate to have several prestigious partners that help to raise students’ aspirations and prepare them for study, work and their lives beyond school. Some of these include;

- The UCL Institute of Education
- UCL
- The Wellcome Trust
- The Francis Crick Institute
- British Land,
- Central Saint Martins College of Arts and Design,
- University of the Arts London
- Regent’s University London
- The British Library
- The British Museum
- The Roundhouse
- Global Generation
- Future First
- Somers Town Community Association

Regent High School was also the first school, and is still the only secondary school, to be one of the more than 65 members of the King’s Cross Knowledge Quarter which is an exciting gateway to knowledge for those who study, live or work in this dynamic part of London. Our partnerships have demonstrable impact on students’ intellectual and socio-cultural development.

International partnerships include links with schools in Burundi and – through an Erasmus+ project for which Regent High School is the lead partner – Germany, Hungary and Spain. We have held a Leading Parent Partnership Award (LPPA) for four years.

With a view to promoting the outward facing nature of the school, there is plenty to be done in maximising the potential benefits of these impressive and expanding partnerships in preparing our students for higher education, developing employability skills and promoting an understanding of the global world of work. This is in addition to the benefits the partnerships are bringing in supporting the curriculum at subject level for STEM and arts courses.

## School Context and Characteristics



Ambitious and vibrant are descriptors of our students, who feel safe in our close-knit community. The vast majority appreciate the value of education and are excellent ambassadors for Regent High School, whilst the inspiring learning environment has led to significant improvement in levels of engagement and satisfaction. They form strong friendship groups and are supportive of each other.

As a school which serves the local community, we celebrate, cherish and benefit from the rich diversity among our students. An inclusive approach is integral to our school ethos and permeates everything we do.

<b>Number on roll</b>	1015
<b>% girls</b>	44
<b>% boys</b>	56
<b>% FSM</b>	38
<b>% SEN</b>	14
<b>% EAL</b>	83
<b>LAC</b>	10
<b>% PPI</b>	71

<b>Ethnic Group</b>	
<b>White British</b>	5.5%
<b>Bangladeshi</b>	45.8%
<b>Black British-Africa</b>	22.5%
<b>White Other</b>	9.1%
<b>Somali</b>	16.2%

### Prior Attainment Key Stage 2 APS

<b>NC Year starting Sept 2018</b>	<b>School</b>	<b>National</b>	<b>Difference</b>	<b>Sig</b>
11	28.3	28.9	-0.6	In-line
10	28.7	28.9	-0.2	In-line

## Headline Measures

### Progress 8

2018	-0.25
2017	-0.16
2016	-0.15

### Attainment 8

2018	39.8
2017	39.4
2016	43.8

### Basics Measure: grade 9-4

2018	50 %
2017	53 %
2016	53 %

### Ebacc Entry

2018	30%
2017	32%
2016	12%

Regent High School is a co-educational comprehensive school with 1015 students and 120 staff (fulltime equivalent). The school is based in Somers Town in the London Borough of Camden, at the heart of the King's Cross Knowledge Quarter.

Somers Town is in a ward which ranks in the most deprived 5% of neighbourhoods nationally in terms of socio-economic disadvantage. Many students at Regent High School face a number of complex barriers to being able to realise their full potential. This can affect their attainment, progression into higher education and into the world of work. The school is in the top 20% of all schools for the proportion of SEN with EHC/statement students (3.6%), Free School Meals (45%) and Pupil Premium (71%). The economic poverty within the area directly affects our students as they may have few creative and cultural experiences outside of school.

Our diverse school community speaks over 38 languages, with 83% of students speaking a language in addition to English at home.

## Primary partnerships

We work closely with our primary partners to ensure a smooth transition from primary to secondary school. We offer a number of transition programmes to invite prospective parents and pupils into the school before they start, establishing strong communications with parents from the outset. These include an annual Friendship Afternoons, curriculum-based projects and an Induction Day to guarantee pupils are confident before starting secondary school.

## Our Facilities

Our £25m new building, completed in December 2014, was awarded a prestigious 2015 Camden Design Award, and has been shortlisted for a RIBA London award. The new facilities provide a fully equipped fitness suite, three all-weather multi-use pitches, science laboratories, a theatre with professional lighting and staging, drama studios, music recital rooms, music technology suite, a recording studio, four art studios, a media studies suite with Mac computers and a large library with a collection of over 12,000 books and other resources and with outstanding facilities for independent study.

The Camden Design Award panel described the Regent High School project as 'an accomplished and sleek re-imagining of an entire school despite budgetary constraints; re-orientating its entrance; providing high-quality teaching accommodation; improving community facilities and celebrating its role in the heart of Somers Town. Natural light, transparency and openness flood the site with a sense of wellbeing, connecting occupants to the landscape and bringing a positive contribution to the cityscape'.

Students respect their revitalised school buildings; the bright, clean and spacious learning environment provides a hub for the local community and partner primary schools. Increasing the use of these facilities is a work in progress, with potential to enhance community use, for both leisure and learning.



Photographs by Dennis Gilbert

## Travel

Staff are encouraged to use sustainable forms of transport to and from work. The nearest London Underground stations are Mornington Crescent, Euston and King's Cross St. Pancras. National Rail services operate from the nearby London King's Cross, London St. Pancras and London Euston stations.

Covered cycle parking is provided at the school including a dedicated secure area for staff cycles. Staff can take advantage of Camden Council's season ticket and cycle purchase loan schemes.

## Living and working in Camden

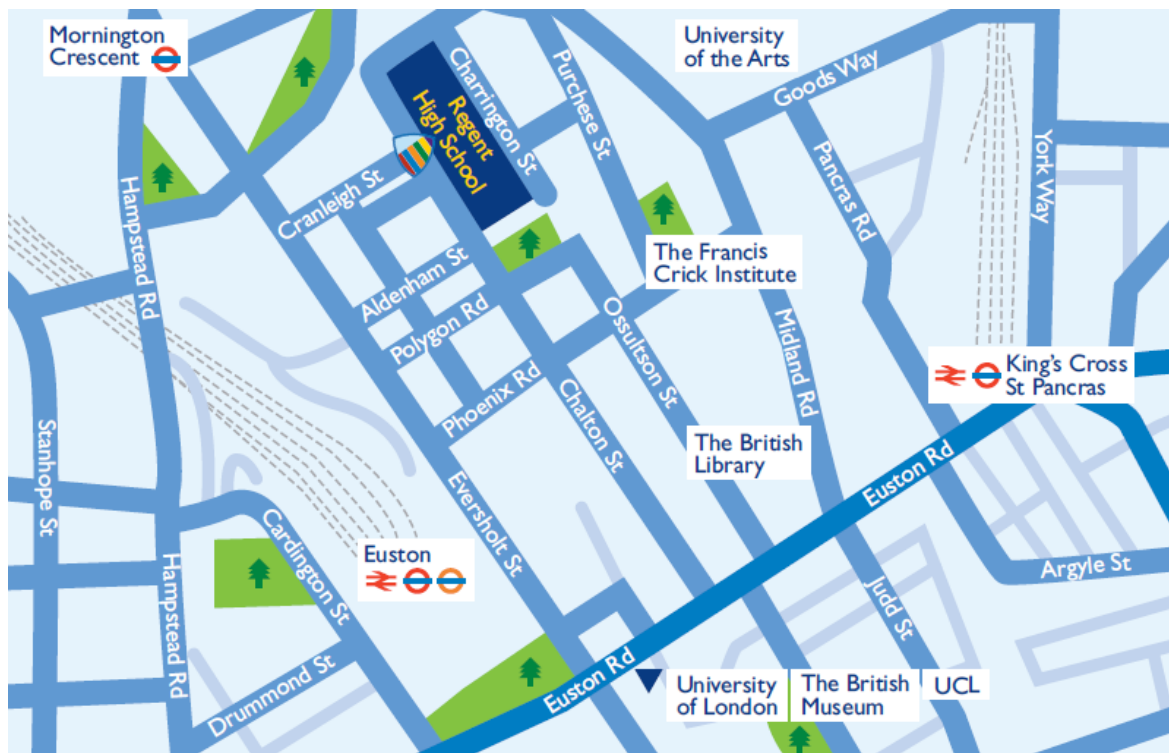
The Borough of Camden is located just north of central London and is a thriving place to live and work. Famous for Camden Market, attracting an array of visitors throughout the year and surrounded by beautiful settings, the Borough of Camden is a dynamic and unique place to live.

Camden's industrial heritage has made way for retail, tourism and entertainment, including a number of markets and music venues. The markets are a major tourist attraction at weekends, selling goods of all types including fashion, lifestyle, books, food, antiques and more bizarre items.

Although noted for its music venues, restaurants and energetic atmosphere the abundance of open spaces including the beautiful Regent's Park and Hampstead Heath means that there is plenty of room to get away from the hustle and bustle of city life. There is something for everyone in Camden, whether you want to enjoy the vibrant pace of life in Camden Town, or relax in the more rural environment of Hampstead.

Camden enjoys an outstanding public transport service with a range of buses running 24 hours a day. Unique to the area are the excellent underground and national rail links from King's Cross and Euston. St Pancras International, less than 10 minutes' walk from Regent High School, offers high speed services to Kent as well as a gateway to Paris, Brussels and beyond.

The area is also home to some of the world's most renowned places of artistic, cultural and educational interest and is at the hub of London's cultural scene. Among these are the British Library, London Zoo, The Roundhouse, Hampstead Theatre, Kings Place, the Freud Museum, the London School of Contemporary Dance and the British Museum.





Chalton Street, London, NW1 IRX

Headteacher: Gary Moore

**French Language Assistant**

**Scale 5, Point 12 - Term Time Only**

**£21,563 Pro Rata (£25,833 FTE)**

**Required from September 2019**

*Regent High School is an inclusive school with a culture of high expectations for all. The Headteacher's vision, drive and determination is ensuring that the school is moving forward rapidly. The school is calm and pupils are well behaved and the vast majority of staff enjoy working at the school. (OFSTED, January 2018)*

We are seeking to appoint a native French speaker to join our languages department and provide support throughout the academic year. The successful candidate will support the work of the classroom teacher within French lessons, and work with small groups as directed cted by the Head of Languages. Experience in a school setting is desirable but not essential.

Applicants will show enthusiasm towards joining our dynamic, committed and supportive team. We welcome applications from candidates who can demonstrate the highest standards of delivery in order to raise attainment. In addition, applicants will be strong communicators with the ability to manage motivate colleagues and students.

Regent High School is an 11-19 mixed comprehensive school with an inspiring and dynamic curriculum that challenges all students to realise their full potential and equips them with the skills required for success in the competitive 21<sup>st</sup> century. The school prides itself on the extensive array of opportunities it offers students and staff, through the school's established business, commercial and creative partnerships. Opportunities range from careers projects with British Land, to the successful mentoring programme with The Rothschild Group and film-making projects with the British Library. Located in Camden, in the heart of Central London, we are just a few minutes' walk away from the transport hubs of Kings Cross St Pancras and Euston stations, and are within easy reach of the West End.

For further information about the post, informal visits to the school and an application pack, please visit our website at [www.regenthighschool.org.uk](http://www.regenthighschool.org.uk).

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. All successful applicants will be subject to an enhanced DBS check.

## JOB DESCRIPTION - FRENCH LANGUAGE ASSISTANT (SCALE 5)

**Salary Scale:** Scale 5 (32.5 hours per week) 38 weeks per year

### Section A: Job Purpose

To work in partnership with classroom teachers and the Head of Languages to promote a passion for learning within the subject.

**Section B: Accountable to** Head of Languages

**Section C: Accountable for** None

### Section D: Key Accountabilities and Tasks

#### 1. School Vision and Ethos

Accountabilities	Tasks
1.1 Contribution to the promotion and maintenance of a shared school ethos of respect for learning and achievement, underpinned by high expectations for behaviour	1.1.i Demonstrate high professional standards at all times. 1.1.ii Assist in maintaining good order and discipline at all times and promote amongst students an understanding and appreciation of the school's behaviour policy. 1.1.iii Implement the school's equal opportunities policies. 1.1.iv Attend school events as appropriate to develop and promote the school's aims and ethos.
1.2 Development and maintenance of effective professional relationships within and beyond the school	1.2.i Participate in the agreed systems for performance management. 1.2.ii Undertake training as appropriate. 1.2.iii Liaise with parents as appropriate to foster good links between home, school and other organisations.

#### 2. Learning and Teaching

Accountabilities	Tasks
2.1 Implementation of agreed aspects of the school's work to improve learning and teaching leading to sustained high achievement and attainment	2.1.i Assist mainstream class teachers in the planning, monitoring and evaluation of pupils' learning in accordance with the partnership agreement for each class supported. 2.1.ii Provide support and work with small groups, developing strategies in partnership with the class teacher to enable all pupils to engage actively in learning French. 2.1.iii Take lead responsibility for delivering specialist language withdrawal programmes for identified groups of students

<b>Accountabilities</b>	<b>Tasks</b>
2.2 Responsibility for contributing to the analysis of student attainment data to ensure the continuous improvement of student achievement	<p>2.2. Be responsible for the assessment of the progress made by individual students who are participating in specialist language withdrawal programmes through group work.</p> <p>2.2.ii Contribute to the class record keeping system in partnership with the teacher.</p>

### **3. Administration, Accommodation, Finance and Resources**

<b>Accountabilities</b>	<b>Tasks</b>
3.1 Shared responsibility for the efficient running of the school through effective administration and communication at all levels	<p>3.1.i Participate in relevant meetings relating to the curriculum, administration or organisation of the school and liaise with colleagues as appropriate.</p> <p>3.1.ii Provide assistance to teachers and classes on educational visits.</p> <p>3.1.iii Assist in invigilating examinations.</p> <p>3.1.iv Perform other duties as directed by the Head of Languages in keeping with the grade of the post.</p>
3.2 Responsibility for ensuring that facilities and resources in the are used efficiently and that high standards of health and safety, security and maintenance are maintained at all times	<p>3.2.i Contribute to the provision of appropriate learning resources at the request of the teacher.</p> <p>3.2.ii Maintain learning resources, keeping them in good order and ordering new supplies when necessary as required by the class teacher</p> <p>3.2.iii Assist in the use of ICT in the classroom and operate AVA equipment as required.</p> <p>3.2.iv Ensure that high standards of health and safety are adhered to at all times, that accommodation and resources are kept appropriately secure and that concerns or details of accidents/incidents are reported as necessary.</p>

*Specific areas of responsibility may be altered from time to time to provide ongoing professional development and in the light of the changing needs of the school. Any major change in the manner and scope of responsibilities mentioned above will be agreed in negotiation between the holder and the Headteacher.*

## PERSON SPECIFICATION – FRENCH LANGUAGE ASSISTANT (SCALE 5)

QUALIFICATIONS/TRAINING	
<ul style="list-style-type: none"> <li>• Good standard of general education including GCSE English and Maths at grade C or above or equivalent</li> </ul>	A
EXPERIENCE	
<ul style="list-style-type: none"> <li>• Experience of communicating with people from a wide range of backgrounds including young people of secondary school age</li> </ul>	A / I
<ul style="list-style-type: none"> <li>• Experience of record keeping and implementing and contributing to a range of policies pertaining to young people</li> </ul>	A / I
ABILITIES/SKILLS	
<ul style="list-style-type: none"> <li>• Native French speaker</li> </ul>	A/I
<ul style="list-style-type: none"> <li>• Good interpersonal skills and ability to communicate effectively both orally and in writing, including dealing with people at all levels</li> </ul>	A / I / T
<ul style="list-style-type: none"> <li>• An ability to develop positive relationships with young people, valuing their diversity in order to enhance their learning and social development</li> </ul>	A / I
<ul style="list-style-type: none"> <li>• To have the ability to develop an understanding of the educational welfare and social needs of the pupils with who s/he is working</li> </ul>	A / I
<ul style="list-style-type: none"> <li>• The ability to form good working relationships with teachers and students</li> </ul>	A / I
<ul style="list-style-type: none"> <li>• Ability to appropriately follow instructions</li> </ul>	A / I
<ul style="list-style-type: none"> <li>• Good ICT skills including some familiarity with school management information systems or willingness to undertake training in these</li> </ul>	A / I / T
<ul style="list-style-type: none"> <li>• Ability to establish and maintain effective working relationships at all levels whilst demonstrating a flexible approach</li> </ul>	A / I / T
<ul style="list-style-type: none"> <li>• Ability to work under pressure and ensure that deadlines are met</li> </ul>	A / I / T
<ul style="list-style-type: none"> <li>• Ability to work methodically and accurately to guidelines</li> </ul>	A / I / T
<ul style="list-style-type: none"> <li>• Ability to prioritise and organise own workload</li> </ul>	A / I
<ul style="list-style-type: none"> <li>• Up to date knowledge of relevant legislation and guidance in relation to working with, and the protection of, children and young people</li> </ul>	A / I
BEHAVIOURS	
<ul style="list-style-type: none"> <li>• Proven competence in working independently as part of a team.</li> </ul>	R
<ul style="list-style-type: none"> <li>• Proven competence in working in a positive and energising manner</li> </ul>	R
<ul style="list-style-type: none"> <li>• Proven competence in showing grace under pressure / leading and managing change</li> </ul>	R
<ul style="list-style-type: none"> <li>• Proven competence in problem solving</li> </ul>	R
<ul style="list-style-type: none"> <li>• Proven competence in achieving successful outcomes</li> </ul>	R
<ul style="list-style-type: none"> <li>• A satisfactory health, punctuality and attendance record *</li> </ul>	R
COMMITMENTS	
<ul style="list-style-type: none"> <li>• Proven commitment to ensuring that the principles and policies of equal opportunities deliver excellent outcomes for all members of the school community.</li> </ul>	A / R
<ul style="list-style-type: none"> <li>• Commitment to the community ethos of the school.</li> </ul>	I
<ul style="list-style-type: none"> <li>• Commitment to your own continuing professional development.</li> </ul>	A

\* This information will only be requested post-offer of employment