



# SIR WILLIAM BORLASE'S GRAMMAR SCHOOL

Teacher of MFL



*Inspire  
Empower  
Shape The Future*

# The School

## Welcome to Borlase

Welcome to Sir William Borlase's Grammar School, where we are proud of our heritage as we approach our 400th birthday and excited to be inspiring and empowering the aspirations of our students today. A state-funded school in the centre of Marlow, Borlase is recognised for excellent academic learning and an outstanding extra and super-curricular programme.

## History

Founded in 1624 on the same site we occupy today, the brick and flint Cloisters, clock tower and Chapel of Borlase share a street with Mary Shelley's cottage where she wrote Frankenstein, TS Eliot's house and the original site of the Royal Military College now at Sandhurst.

At Borlase we are proud of our long history of providing education to the young people of Marlow and surrounding areas since 1624. The school was built on a strong principle: the desire to enable children from all socioeconomic backgrounds to have the opportunity to learn and meet their potential.

## Today

Our school has a very special energy that springs from a contagious enthusiasm for learning across all subjects; this extends well beyond the classroom through the many independent project groups, academic clubs and societies that flourish at school on a daily basis.

The calendar is full of opportunities to enrich learning through trips, visits, practical explorations and independent research. Borlasians aspire to achieve their best academically and personally and are unashamedly ambitious in those aims. High achievement comes from the genuine enjoyment of learning and we are committed to fostering that enjoyment in and outside the classroom.

Our teachers are all specialists in their chosen disciplines who are passionate about creating learning experiences that provoke independent thinking and creativity.

## Our future

We continue to look forwards, always inspired to provide the very best opportunities for our students. We have recently embarked upon a major programme of investment in our site. A new sports centre was opened in 2021 and we are currently working to provide a new school refectory.



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# Working at Borlase

## A professional community

In joining the staff at Borlase, you would become part of a professional community dedicated to improvement. We invest heavily in staff professional development, but we believe that in a high-performing culture such as ours, the most effective professional growth comes through learning from others in the community and becoming more adept at self-regulated improvement.

We are recognised by the High Performance Learning organisation as a World Class School; testament to the commitment to research-led best practice that we have established at Borlase for over a decade.

We work closely with the local Teaching Hub to provide training for staff at all levels, including NPQs. We also support members of staff to work towards academic qualifications such as Masters degrees and educational doctorates.



## Staff benefits

The children of members of staff are given priority in the admissions process in the event of oversubscription. Please see the school's admissions policy for more details.

We have a two-week October half term and there are extensive opportunities to accompany school trips to exciting destinations in the UK and beyond.

## A commitment to wellbeing

We are committed to providing an outstanding, supportive work environment. An ongoing dialogue with staff about workload has led to changes in our working practice to reduce data collection and reporting points and to streamline our marking and feedback policy.

The Borlase staff is a friendly, sociable team and there are regular trips to theatre productions and sporting events. There is a well-provisioned staff common room and access to a superbly equipped onsite gym.



# The Role

## Teacher of MFL (must include Spanish)

*Permanent Part Time (approx. 0.6FTE)*

*Opportunity to make full time if able to teach other subjects  
Required for January 2024 (or as soon as possible)*

An opportunity has arisen at Sir William Borlase's Grammar School for an enthusiastic and talented Languages specialist to join this outstanding Department.

We are looking for an enthusiastic, committed and talented MFL specialist, passionate about enthusing young people to embrace language-learning. They will be a strong or emerging "outstanding" practitioner, confident in their use of strategies to challenge able linguists and instil confidence in those who find languages more challenging. They will have a willingness to develop pedagogy in the classroom and contribute to the wider activities in languages across the school.

This role is suitable for an ECT or an experienced teacher as the school has a strong, experienced staff.

The teacher would teach two languages out of German, French and Spanish, teaching at least one of these to A Level. They would also teach at least one of these languages to KS2 with help and support from the Head of Department who is experienced in developing primary school resources and teaching expertise.

The Modern Foreign Languages department currently teaches French, German and Spanish to A Level and Mandarin Classes to GCSE as part of the wider curriculum.

They will be committed to supporting the department in reviewing and developing the Year 7 - 13 curriculum, keeping on top of and researching advances in pedagogical thinking.

The teacher would be involved in language exchanges and have the opportunity to contribute to extra curricular MFL activities such as Olympiads, Theatre Trips, Performances and even the MFL Bake Off! (No previous experience required!)

MFL students go on to study Languages, Linguistics and a range of subjects in combination with languages at Oxford, Cambridge and other Russell Group Universities.

Note: The teacher of Modern Foreign Languages will also be a Form Tutor



# The Department

Our MFL Department is a vibrant, thriving learning environment where advanced teaching and learning pedagogy is embraced by a team of enthusiastic, specialist languages teachers. All teachers in the department teach at least two languages to Key Stage Four and at least one to Key Stage 5.

The department currently delivers French, Spanish and German to A Level and Mandarin Chinese is studied as an enrichment qualification by a small number of students and offered as enrichment to Year 7 students. We are interested in hearing applicants' ideas on how this might be more studied more widely in school going forward.

Currently all students study French in Year 7 and all take up a second language from either Spanish or German for the start of Year 8.

GCSE starts in Year 9; all students study one language and some will opt to study a second language. All three languages are currently taught to A Level. Members of the department also teach KS2 French, German and Spanish in a local primary school giving them excellent insight into transition needs and allowing them to prepare students for secondary languages learning.

Sixth Formers pursuing languages at university are mentored by MFL staff in the Extended Project Qualification and supported in preparation for Oxbridge interviews.

## Trips

The department leads a wide range of extension and enrichment activities. The whole of year 7 visit Boulogne on a day trip and our year 9 Germanists experience the Christmas markets of Aachen. The school also has long-established relationships with schools in France, Germany and Spain and reinstated our exchange visits for Key Stage 4 students in all three languages following a two year gap during COVID. For our A level students, cultural visits are also back in place.

## Extra-curricular

- Linguistics Olympiads
- Goethe Institut Public Speaking Competition
- Youthbridge Award
- Anthea Bell Competition
- A range of essay and translation competitions in the target language
- The school was recognised with an award in 2021 as part of the UK-German Connections Programme fifteen year anniversary celebration.
- Bake off
- Spanish/German Christmas parties
- 6th form ambassadors in local primary schools

We are always looking for new ideas to support learning and further develop a love of different cultures and languages



# Job Description

## Main Responsibilities

### Teacher of MFL

- To inspire and empower students to shape the future.

### Objectives

- To promote the academic and personal development of all students
- To encourage and support the learning of all students
- To ensure the highest possible standards of student behaviour
- To be committed to developing teaching and learning pedagogy
- To promote positive values and attitudes
- To demonstrate professional values and practice
- To take responsibility for knowing and understanding Safeguarding practices at the school and keeping up to date with all Safeguarding Training.
- To ensure all children feel safe at school and understand the mechanisms for reporting concerns.



*Please note – All teachers are  
Form Tutors*



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# Job Description

## Main Responsibilities

- To plan and deliver MFL lessons to a very high standard
- To assess and support student progress towards achieving their academic targets
- To manage the students for whom you have responsibility as their teacher and Tutor
- To contribute to the pastoral support as a Tutor
- To work professionally as a member of subject teaching and tutorial teams
- To plan and teach sequences of lessons which incorporate an appropriate range and depth of subject knowledge in line with statutory requirements
- To teach lessons with clear objectives and well-pitched tasks which provide pace and challenge using a variety of learning strategies.
- To understand the responsibility required under the SEND Code of Practice and to seek advice from SEND Coordinator when appropriate.
- To employ a variety of marking, monitoring and assessment strategies to inform planning, develop learning and evaluate students' progress.
- To provide constructive feedback to help students reflect upon and improve their work.
- To make effective and regular use of the school's assessment criteria and reporting procedures to inform learning.
- To contribute to the wider activities within the MFL Department.
- To keep the form register and monitor patterns of student attendance/ absence.
- To make appropriate use of the school's rewards and sanctions procedures in line with the school's behaviour policy.
- To monitor the progress of students in your tutor group by target setting and through regular inspection of homework diaries, planners and/or other appropriate methods (e.g. students on report).
- To report concerns about individual student progress and behaviour to relevant senior staff.
- To demonstrate consistently high expectations of all students and a commitment to raising their achievement.
- To promote the positive values, attitudes and behaviour expected from all students by treating them with respect and consideration.
- To communicate promptly and sensitively with parents, carers and other relevant bodies where necessary.
- To contribute towards, and value, the work of teams of staff dedicated to advancing student learning and welfare.
- To be aware of, and work within, the statutory frameworks relating to teachers' responsibilities and the Borlase Teacher Aspiration framework.
- Demonstrate consistently high standards of personal and professional conduct; showing tolerance and respect of the rights of others whether other staff, students or parents.
- To observe proper professional boundaries and having regard to the safeguarding and wellbeing of students.
- The post holder is responsible for ensuring all child protection policies are adhered to and that any concerns or incidents are raised in accordance with these policies.



# The Person

	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• Good honours degree in Languages</li> <li>• Ability to teach at least one language to A Level and a second to at least GCSE.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of teaching/ potential to teach a second language to A Level</li> <li>• Evidence of further study in languages or pedagogy</li> </ul>
<b>Previous Work Experience</b>	<ul style="list-style-type: none"> <li>• Knowledge and understanding of current developments in teaching, learning.</li> <li>• Wider subject and cultural knowledge in Languages</li> <li>• Fluency in use of ICT to enhance teaching and organisation</li> <li>• Ability to use data to identify strengths and address under-achievement</li> <li>• Good analytical and strategic thinking skills</li> <li>• Setting high standards for others and ensuring goals are achieved</li> <li>• Ability to inspire, empower and harness the talents of students in the MFL Department</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of/ interest in NCELP training or of delivery of NCELP training</li> <li>• Interest in research in teaching and learning</li> </ul>
<b>Professional Qualities, Skills and Experience</b>	<ul style="list-style-type: none"> <li>• Thorough knowledge and understanding of current developments in teaching, learning. School culture and curriculum</li> <li>• Safeguarding, Child Protection Training, knowledge and experience</li> <li>• Excellent wider subject and cultural knowledge in Languages</li> <li>• Ability to use data to identify strengths and address under-achievement</li> <li>• Good analytical and strategic thinking skills</li> <li>• Setting high standards for others and ensuring goals are achieved</li> <li>• Ability to inspire, empower and harness the talents of teachers in the department</li> </ul>	<ul style="list-style-type: none"> <li>• Having designed a scheme of work for a Key Stage in MFL.</li> </ul>



# The Person

	Essential	Desirable
People Management Skills	<ul style="list-style-type: none"><li>• Effective, engaging communicator with children, staff and parents.</li><li>• Calm and reassuring.</li><li>• An effective team player, working with colleagues collaboratively.</li><li>• A professional and responsive manner, adapting to the needs and emotions of young people and adults.</li></ul>	<ul style="list-style-type: none"><li>• Experience in fostering good relationships between all members of the school community.</li></ul>
Other Personal Qualities	<ul style="list-style-type: none"><li>• Appropriate motivation for working with children (one which values each child and shows concern for their personal safety and wellbeing)</li><li>• Well-developed planning and organising skills including time management, delegation and administration</li></ul>	<ul style="list-style-type: none"><li>• Willingness to contribute to the wider life of the school.</li></ul>



# How To Apply

***Please do contact us with any queries or if you would like to discuss your situation with us first.***

**For an application form please visit [www.swbgs.com](http://www.swbgs.com) and click on Vacancies**

## KEY DATES

**9.00am Friday 6th October 2023**

*Applications considered upon arrival*

***We reserve the right to close the vacancy early  
should suitable candidates apply before the closing date***

**Applications submitted via email should be sent to Mrs Anna Summerfield, Director of HR at [asummerfield@swbgs.com](mailto:asummerfield@swbgs.com)**

The school is fully committed to the DfE guidance on Safeguarding Children and Safer Recruitment in Education and all candidates for the post will therefore be subject to vetting procedures following Buckinghamshire Council's guidance and the Trust's Safer Recruitment Policy.

All shortlisted candidates will be will be subject to an online search as part of the safer recruitment process.



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