



Chigwell School

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Head of French – September 2021 Job Description



Introduction

Chigwell School is seeking to appoint a Head of French to lead a high performing department and be part of a school that is not only highly successful academically but also in sport, music and drama. The appointed candidate will teach French from Year 7 to 13 and support students applying to study the subject at university as necessary. This post would suit an enthusiastic and talented teacher with experience, looking for career development. There is a well-established programme of professional development and the School will provide support as needed. This post is a full-time permanent position from September 2021.

Background

Founded in 1629 by Samuel Harsnett, the son of a Colchester baker who went on to become Archbishop of York, Chigwell School stands on its original site with the original school building still in use. However, whilst Chigwell of today is conscious of its long-standing history, it is a forward-looking, ambitious, coeducational independent school of 990 pupils aged four to eighteen. It enjoys excellent facilities, a dedicated staff, bright and hardworking pupils, and a site of 100 acres.

Chigwell School is located in the picturesque village of Chigwell just over ten miles from central London and on the Central Line. The extensive, beautiful grounds are close to the edge of Epping Forest and it is rare for a school to have so much space and yet be so close to the centre of the Capital. Most pupils are day pupils but in the Sixth Form, there is a small community of international boarders, roughly thirty from sixteen countries, and these live in four small boarding houses.

As well as being an academic school, Chigwell has the reputation for providing a rich and full education, with plenty of opportunities for all pupils who are enthusiastic, co-operative and able. Chigwell is a caring and friendly school, with a close sense of community, not least between colleagues. As the Good Schools Guide reports: *Academically, pupils are put through their paces but it all seems to be done in such a civilised and pleasant manner that you are more likely to hear pupils talk about opportunities and prospects than pressure and stress. "Anyone who wants to do well here, will do well" said one student, "and I can't think of a nicer place to succeed."*



The School Development Programme

Over recent years, the School's facilities have been extensively developed in order to enhance the educational experience that pupils receive. The development programme has included the following additions:

- 2008 Wilson Building teaching block
- 2008 Floodlit AstroTurf pitch
- 2009 Junior School library extension
- 2010 Complete redevelopment of catering facilities
- 2010 Harsnett's and Church House converted into boys' boarding houses
- 2012 The Old Chigwellian Club and land was incorporated into the school estate
- 2013 Pre Prep School completed and opened
- 2013 Two new science labs created
- 2014 Drama Centre balcony extended to provide additional music and drama rehearsal space
- 2016 The Risham Sarao Sixth Form Centre completed and opened
- 2017 Extension of Dining Hall
- 2018 Renovation of the Chapel
- 2019 Extension of Junior School
- 2020 3G football pitch constructed

The Governors have recently agreed a development masterplan and the next priorities on the School's development plan are to:

- Develop a new Sports Centre with an indoor swimming pool
- Further expand our provision of bursaries
- Expand the facilities for music





The School

Some pupils join Chigwell School in Reception and there are two classes in each of the three Pre Prep year groups. A small number of children join the Junior School at 7+ (Year 3) and there are three classes in each of the KS2 year groups. At 11+ (Year 7), there is a further entry with four or five classes making up Years 7 to 11. Again, there is a small entry into the Sixth Form. Entry at each stage is selective and although there are three main sections to the School (Pre Prep, Junior School and Senior School) these sections work closely together and there is a common ethos running throughout.

There are over a hundred teachers and together with the support staff, there is a friendly, mutually-supportive atmosphere. We place considerable emphasis on life outside the classroom and believe that the opportunities that we provide help to fulfil our Vision: To inspire our pupils to fulfil their potential and forge their path to success. The School Values are:

- Happiness First
We create a nurturing space where happiness underpins our achievements and drives us forward.
- Courageous and Resilient
We seize opportunities all around us and have the confidence to embrace them wholeheartedly.
- Innovative Approach
We adapt and evolve, influencing our changing world.
- Community of Kindness
We support and collaborate with each other, making a positive contribution to the community.
- Lifelong Learning
We cultivate curiosity, keeping the passion for learning alive beyond the school gates.





The Modern Foreign Languages Department

The MFL department at Chigwell currently comprises six core teaching rooms, offices for our language assistants and storage space. All of the MFL classrooms are networked and equipped with interactive whiteboards and a projector, and all teachers receive a laptop. We are well-resourced, and subscribe to French, German and Spanish periodicals for students to use and websites such as Kerboodle and Linguascope. We make use of our departmental virtual learning environment, something that we are keen to develop even further. We are fortunate in having native speaking assistants in French, German and Spanish. We have organised popular annual study visits to France, Germany and Spain as well as offering after school Mandarin clubs.

Curriculum

- French GCSE/A-Level (AQA)
- We follow the Oxford University Press AQA French textbook and Kerboodle material for GCSE and A level
- At Chigwell all our pupils must take at least one language to GCSE

KS3

During Years 7 and 8, our course book in French is Zoom by Oxford University Press. In Year 9, pupils begin the GCSE Course. Students are currently taught two modern languages (French and a choice between Spanish and German) from Year 7 and may specialise in one language after one year of study, although some continue with two.

GCSE and A Level

Currently some forty pupils take French at GCSE each year and typically six take the subject at A level. Recent results have stood at 100% A* - B at A level and 87% grades 9 - 7 at GCSE. Every year some students opt to continue with languages at university (recent destinations include Oxford, Cambridge, Durham, Nottingham, UCL and Manchester). We offer annual trips to France and the successful candidate will be expected to be actively involved with supporting these visits abroad.



The Person

We are looking for a committed, well qualified teacher who can communicate a passion and enthusiasm for the subject. Applicants should be able to demonstrate a structured approach to curriculum preparation and have experience of information technology in the teaching environment. Specifically, the successful candidate will be expected to:

- Maintain and extend the high quality of delivery and teaching currently employed in the department
- Teach across Years 7 to 13 and support pupils applying to study French at university
- Contribute to the pastoral and extra-curricular life of the School

As Head of Department, the successful candidate will be key to ensuring the high quality of teaching and learning of the subject. They will have responsibility for the promotion of French, the organisation and teaching of the material, the effective use of resources, and for ensuring that learning is positive and effective.

Chigwell students are genuinely eager to learn. This post would suit an enthusiastic and talented teacher with experience, looking for career development. There is a well-established programme of professional development and the School will provide support as needed.

Hours of Work

This is a full time position.

Benefits

Chigwell School is a very happy place to work and the School provides a supportive working environment. There is a well-developed programme of professional development. Pupils are enthusiastic, well-behaved and eager to learn, and colleagues are supportive, dedicated and get on well together. There is a strong sense of community.

Other benefits of working at Chigwell School include:

- A competitive salary
- Strong commitment to professional development
- Membership of the Pension Scheme
- Fee remission for eligible children
- Personal Accident Cover
- Employee Assistance Support Programme
- Complimentary lunch and break time refreshments during term time
- Free use of school sports facilities outside of the school day
- On site free parking and cycle racks
- Medical Centre on site
- Use of School Library
- A beautiful working environment – 100 acre site, beautifully landscaped with a number of listed buildings
- Good transport links by tube (Central Line), road and local bus route
- A supportive community of highly motivated students and staff



Applications

Applicants should complete the teaching staff application form which can be accessed directly from our website: www.chigwell-school.org (Vacancies) and sent to the HR department at: hr@chigwell-school.org

The Head of Modern Foreign Languages, Mr Jack Twinn, will be happy to answer any questions; he can be contacted at the School by telephone 020 8501 5700 or email jtynn@chigwell-school.org

Closing date: Monday 17th May 2021

Applications will be considered upon receipt. Candidates will be contacted by telephone or email to attend interview if required. The School reserves the right to interview and appoint before the closing date.

Chigwell 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 including checks with past employers, prohibition orders and enhanced DBS.

