



## **Teacher of Modern Foreign Languages (French and Spanish)**

We are seeking to appoint an inspiring and enthusiastic Teacher of Modern Foreign Languages. Applicants should be passionate about teaching languages and be able to encourage and engage our students.

Dean Close Preparatory School is a co-educational Day and Boarding School with a strong Christian ethos for 300+ pupils aged 7-13. Set on a beautiful 50-acre site close to the centre of Cheltenham, the School greatly values its positive environment and good relations between staff and pupils. Situated on the site are the Senior, Preparatory and Pre-Preparatory schools which share many of the fantastic facilities available.

### **General expectations**

- To support the Christian ethos of the school
- To support the values and aims of the school
- To encourage the school's commitment to the education of the whole person
- To set a good example in terms of dress, punctuality and attendance
- To continue a personal commitment to professional development
- To display excellent teaching skills within the classroom and when speaking to a larger group of children
- To be fully ICT proficient in order to make best use of our electronic communication and reporting systems
- To have a secure understanding of Special Educational Needs and to have a range of strategies to identify each child's ability and ways in which to maximize their progress
- To be involved in extra-curricular activities in common with all full-time teaching staff

### **Teaching**

- To be an excellent and inspirational classroom practitioner
- To be experienced in teaching French and Spanish at Key Stage 2 and to Common Entrance
- To teach in a manner appropriate to the needs of pupils and to provide appropriate differentiation in their teaching
- To teach French to Year 3 – 8 pupils of all abilities
- To teach Spanish to Year 7 and 8 pupils of all abilities
- To prepare lessons to a high standard
- To teach approximately 24 one hour lessons per week
- To be able to teach another subject at Key Stage 2 level
- To be responsible for a form group
- To support and encourage pupils with their learning and to discuss any pupils of concern with the Deputy Heads and other members of staff where necessary.
- To set an example in behaviour, manner, efficiency, professionalism and presentation
- To make their classrooms attractive and welcoming places of learning

### **Curriculum**

- To be aware of curriculum developments within Key Stage 2 and 3
- To undertake regular INSET and to keep abreast of appropriate developments in the teaching of French
- To attend a weekly departmental meeting and make an active contribution to the development of MFL throughout the school
- To have knowledge of the Key Stage 2 curriculum in another subject
- To help review policies and to participate in working parties

### **Assessments and Report-writing**

- To monitor the progress of individual pupils carefully and use this information to inform planning
- To have experience of effective pupil tracking and target setting
- To follow the school policies on marking, assessments and report writing

### **Duties**

- To carry out pastoral responsibilities either as a tutor of the one of the day houses, or as part of the boarding community
- To carry out Saturday evening and Sunday day duties in the boarding house as required
- To carry out supervision/cover and other duties as required
- To be aware of the pastoral needs of the pupils and to have regard for their safety and happiness at school and to be vigilant for signs of bullying or abuse

### **Additional Expectations**

- To take responsibility for the development of their own careers, through training, the acceptance of additional responsibilities and carefully considered career moves
- To attend and contribute constructively to staff meetings
- To attend school functions and concerts
- To deal professionally with parents and other educational professionals such as child psychologists
- To promote the best interests of the school through the excellence of their own work and courtesy shown to visiting members of the public, prospective and present parents, and other educational professionals
- To work co-operatively with other colleagues and senior managers

This job description forms a basic outline for the specific role, but other details may be added. All members of staff are expected to play full roles in the life of the school as reasonably required. Any role at Dean Close Preparatory School can develop and change as appropriate.

Dean Close School is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

### **Induction and probation:**

All posts at Dean Close Preparatory School are subject to a year's probationary period. Please read the explanatory notes in the recruitment pack for further important application and recruitment details.

Further information about the School can be found on our website [www.deanclose.org.uk](http://www.deanclose.org.uk).

**Closing date for applications:** Monday 2<sup>nd</sup> October 2017

**Interviews:** Week starting Monday 9<sup>th</sup> October 2017