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**French Teacher Job Description - St Margaret’s School**

**Part Time: 0.60 FTE from January 2020**

**Main Responsibilities –French**

* Teach Senior French up to GCSE
* To conduct GCSE Speaking Examinations
* To prepare the girls for internal examinations and assessments
* To do a lunch duty each week
* Core hours are 8:00am to 4:00pm, with a share of morning, break and lunch duties
* To attend staff meetings and parents’ evenings as required
* To write reports for girls
* To set and mark tests and examinations for girls
* To contribute to ‘house’ and other whole school activities (e.g. sports day)

**Ideal Candidate**

Experience of teaching up to GCSE level French

Experience of teaching a range of abilities including the more able

A second language would be an advantage (but is not essential)

The ideal candidate will be empathetic to the girls and contribute to the school’s friendly, enthusiastic atmosphere.

The school adopts a policy of supportive rigour when developing girls’ academic and extra-curricular performance. Small class sizes mean that teachers have the opportunity to pay close attention to their pupils and develop each girl’s skills.

**Other Information**

St Margaret’s normally adheres to the Standard Salary Scale, according to the scales applicable in Inner London. A St Margaret’s allowance is paid in addition to this.

**Safeguarding**

The school is committed to the safeguarding and welfare of children, and all staff at St Margaret’s are required to commit to the school’s safeguarding protocols and practice.