



**Information & Application Pack  
Teacher of Spanish (Maternity Cover)**



**Brookvale Groby Learning Campus**



## Welcome from the Headteacher

Dear Prospective Applicant,

Thank you for expressing an interest in the part-time role of Teacher of Spanish & French covering maternity leave at the Brookvale Groby Learning Campus. This is an exciting time to join our campus and we look forward to working with a new member of staff who will share our ambitious vision, "Valuing Everyone, Achieving Excellence".

The campus has been through a period of significant change having converted to a multi academy trust in 2017 and a merger to a single academy trust from September 2019. Our founding schools were Brookvale High School, an 'outstanding' 11-14 high school, and Groby Community College, a 14-19 upper school graded as 'good with outstanding features'. Now, as a united campus, we meet the educational needs of over 1500 students with over 300 of those enrolled in our Post 16 provisions.

We have a strong ethos of valuing everyone and achieving excellence for all. We set very high standards for our students and ourselves, we work hard, we look after each other, and we are committed to professional learning for all staff. As a consequence the motto we use on a daily basis with our young people is to work hard, be kind which we feel symbolises the culture we aim to create on campus.

We have a spacious semi-rural campus location and most of our students live in the surrounding villages with some travelling from Leicester and its western suburbs.

We hope the documents provided help you to gain a feel for the school. Due to the current restrictions we are unable to accommodate visits to the campus but please view our 360° Virtual Tour available on our website. All of the documents to support this application process are also available on our website - [www.brookvalegroby.com](http://www.brookvalegroby.com) or contact Tracey Malsbury, PA to Headteacher/SLT on [tmalsbury@brookvalegroby.com](mailto:tmalsbury@brookvalegroby.com) for further information.

I would like to thank you again for your interest in the post and I look forward to receiving your application.

Yours sincerely

Will Teece  
Headteacher



## Visions, Values and Ethos

The shared vision and values of the Trust underpins all that we do, including the governance arrangements for the Trust.

### **Our Vision**

*Valuing Everyone, Achieving Excellence*

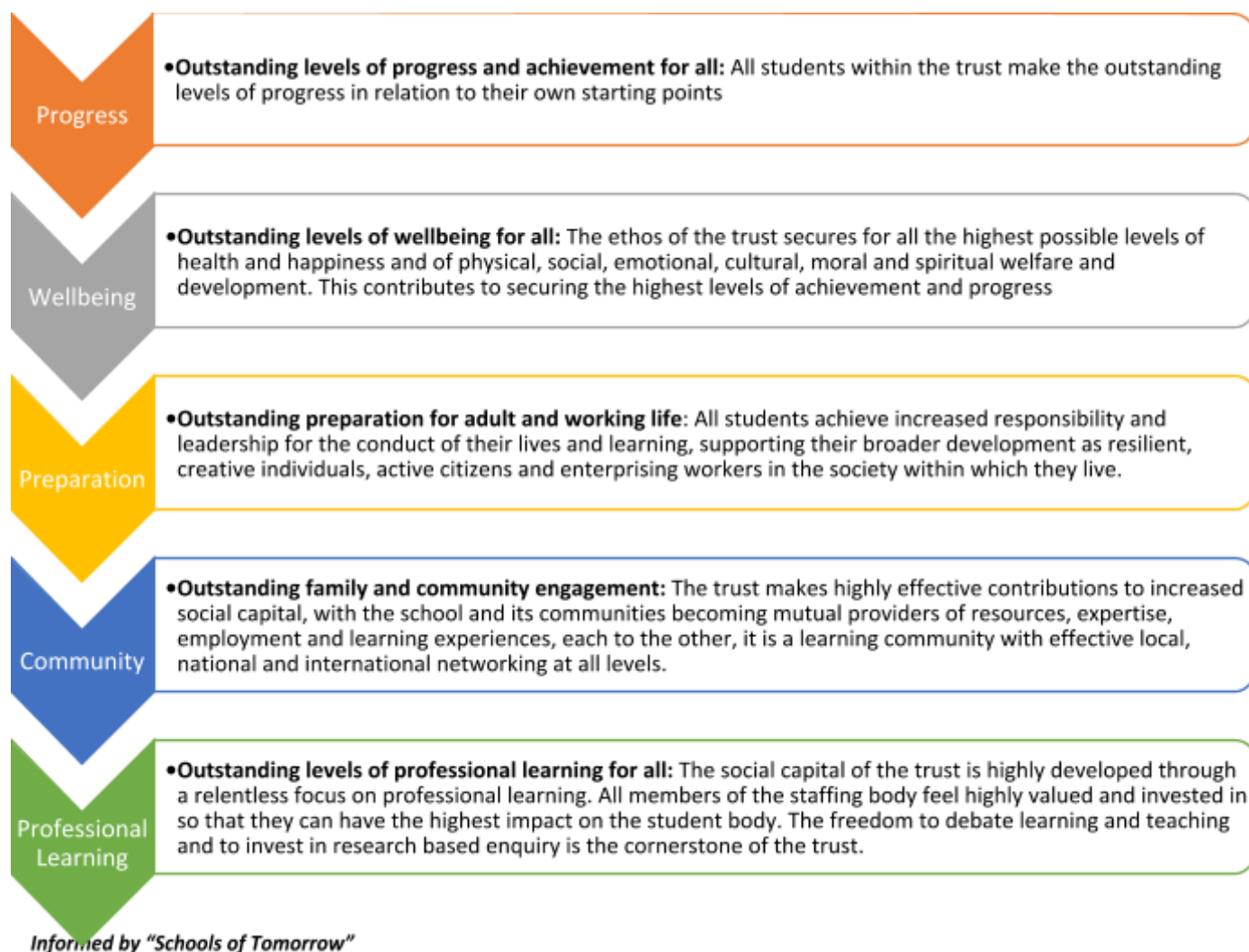
### **Our Motto**

*Work Hard, Be Kind*

### **Our goals**

The goals of our trust:

- **Outstanding levels of progress and achievement for all**
- **Outstanding levels of wellbeing for all**
- **Outstanding preparation for adult and working life**
- **Outstanding family and community engagement**
- **Outstanding levels of professional learning for all**





## **Testimonials**

### **Emails from parent during Covid pandemic (Jan 2021):**

*I just wanted to acknowledge and thank you for all the ongoing engagement with students and communication with us as parents during this very difficult time. I can only imagine how much additional work this has generated for all the staff at BGLC, and it is greatly appreciated - we have felt very well informed throughout. As parents who both work full time we are not able to very closely supervise our sons during their home schooling, but we have seen how much engagement there has already been from their teachers, and I think/hope this will keep them on the right track!*

*Many thanks again to all of the staff at BGLC.*

*I just wanted to send a quick "well done" and "thank you" to all your staff. I have 2 children at BGLC and I am very impressed with the lockdown learning that they have received this week. Thank you to your teaching staff for keeping them engaged in learning. In these challenging times, keep up the good work all.*

### **Extract taken from email correspondence, following a tour of the school by a prospective parent:**

*'I would just like to say thank you for the time spent with me today on my tour of the campus, and state how impressed I was with the school. There seems to be a very calm, relaxed and organised approach to how the school operates, and I believe that obviously shows in the way your students behave.'*

### **Written comments from parents following Year 8 Progress Evening (2019):**

*'My child goes in happy and comes home happy and enjoys his day to day school life.'*

*'It has the caring element of a small school. Children are pushed to achieve targets in a positive way.'*

*'The staff at this parents evening have blown me away with their friendly, enthusiastic and knowledgeable manner.'*

### **Written comments from parents following Year 11 Progress Evening (2019):**

*'All the teachers I have met tonight know my son very well. I think all of them are interested and care about his progress.'*

*'All 3 of our children have thrived through support that the school has given them, so happy with their education.'*

*'The school is excellent, helping my child progress and I would recommend it.'*

### **Year 10 student (June 2019):**

*'In my opinion, the teachers that teach me are very patient in the sense that if I don't understand something, they will try their best to ensure that I grasp that piece of knowledge whether it be by a diagram or an acronym etc. Another great thing about the school is that we have so many facilities so that we can excel in whatever we may want to do so.'*

### **Year 7 student (June 2019):**

*'I think the best thing about Brookvale Groby Learning Campus is the facilities in every department and the opportunities that are given such as trips and extracurricular sports activities. I have also felt that I've been welcomed to this school with so much support from my form tutor and teachers.'*

### **Extract of letter from staff member:**

*'I have thoroughly enjoyed my time on campus. It has been a real pleasure working with staff who are always friendly, extremely supportive and willing to share ideas and knowledge. I have really appreciated having a senior leadership team which is so warm towards its staff and open to their comments and new ideas.'*

*The children I have taught have made me smile, laugh and cry! I will miss my relationship with them and that buzz you get from seeing them progress. It does, however, give me great satisfaction to think that I have put into place schemes of work for pupils and created learning opportunities for them which should continue even after I have left.*

*I am sad to leave a post which I still love. Once more, thank you for all of your support and kindness.'*



## **Faculty Information**

**The Modern Foreign Languages faculty is proud to offer three languages across the 11-19 age range, French, Spanish and German.**

### **Staffing**

There are 9 members of staff in the faculty and we are an experienced team and we have a culture of mutual support and of sharing teaching and learning practice across all subjects within the faculty. We put our students first and we constantly strive to engage, make our lessons challenging and relate them to the real world. Celebrating student progress and success is central to our culture.

### **Accommodation**

We have 6 dedicated language classrooms across the campus and a spatial staff office. All rooms have ceiling mounted data projectors and nearly all classrooms have interactive whiteboards. Our classrooms are culturally and linguistically exciting places to be and we pride ourselves on providing stimulating and safe learning environments for all students.

### **Courses**

Our curriculum is based on the belief that all students are entitled to the opportunity to learn a language and that language-learning is valuable in and of itself. We aim to equip our students for the next stage of their language-learning journey; whether that be communicating with native speakers in the world of work, being able to communicate when travelling, or continuing study to GCSE, A-Level and beyond. We follow the AQA courses for both GCSE and A-level in French, German and Spanish.

All students also currently have the opportunity to participate in extra-curricular activities, including pen pal exchanges, a residential visit to Normandy, a Spanish exchange and a Foreign language spelling bee. We aim to offer as many enrichment opportunities as possible in order to complement what we do in lessons and give students the chance to use language in real-life situations.



## **Teacher of Spanish & French (Temporary – Maternity Cover) Part time (0.6) MPS from April 2021**

Required from April 2021, we are seeking to appoint an enthusiastic, committed, inspiring and well qualified teacher of Spanish and French across the 11-19 age range to provide maternity cover for one term (summer) in the first instance.

The Brookvale Groby Learning Campus meets the educational needs of 1600 students with nearly 400 at Post 16.

Our Vision is “Valuing Everyone, Achieving Excellence”, and we are committed to supporting the professional learning of all our staff. All members of the teaching team are expected to engage in deliberate practice to develop their teaching skills throughout the time they are employed on this campus, not because they are not good enough but because there is always room to improve.

We are looking for a highly motivated teacher with the ability to teach Spanish across all key stages, KS3, GCSE and A Level and French at KS3 level, to join our dedicated and vibrant team in the Modern Foreign Languages faculty.

Both newly qualified and experienced teachers are encouraged to apply.

Job Descriptions and further information are available on our website – [www.brookvalegroby.com](http://www.brookvalegroby.com)

For an information pack or to arrange an informal discussion please contact Tracey Malsbury on 0116 2879921 or email [tmalsbury@brookvalegroby.com](mailto:tmalsbury@brookvalegroby.com).

**Closing date: 9.00am, Wednesday 27 January 2021**  
**Interviews will be held within two weeks of the closing date**

*The Brookvale Groby Learning Campus are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. Applicants must be willing to undergo appropriate child protection screening, including checks with past employers and the Disclosure and Barring Service.*





## **How to apply**

Completed applications should be returned to [tmalsbury@brookvalegroby.com](mailto:tmalsbury@brookvalegroby.com)

Or by post to

**F.A.O. Tracey Malsbury  
Brookvale Groby Learning Campus  
Ratby Road  
Groby  
Leicester  
LE6 0FP**

Shortlisted candidates will be informed within two weeks of the closing date along with details of the interview process.

### **Queries**

If you have any queries on any aspect of the application or need additional information please contact Tracey Malsbury, PA to Headteacher on the above email address.

Thank you.



## JOB DESCRIPTION

<b>Post title</b>	<b>Teacher of Spanish &amp; French 11-19 (Maternity Cover 0.6)</b>
<b>Job purpose</b>	<ul style="list-style-type: none"> <li>• To provide the highest quality teaching and learning in order to raise standards of attainment and progress to meet campus targets.</li> <li>• To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils and to support a designated curriculum area as appropriate.</li> <li>• To facilitate learning experiences which provides pupils with the opportunity to achieve their individual potential.</li> <li>• To enable each student to develop personally in line with the campus aims of <b><i>Valuing Everyone, Achieving Excellence</i></b>.</li> </ul>
<b>To whom the post holder reports</b>	<p>The post holder is accountable to:</p> <ul style="list-style-type: none"> <li>• Headteacher</li> </ul> <p>Responsible to:</p> <ul style="list-style-type: none"> <li>• Faculty Leader for all subject teacher matters</li> </ul>
<b>Duties and responsibilities specific to the post</b>	<p><b>Responsibilities: Teacher</b></p> <ul style="list-style-type: none"> <li>• To undertake teaching commitments in accordance with curriculum and timetable requirements across the campus.</li> <li>• To teach other subjects as and when required by the needs of the timetable and as directed by the Headteacher. This will be negotiated in accordance with the skills of the teacher.</li> <li>• Prepare students effectively for qualifications and external examinations.</li> <li>• To fulfil the roles and responsibilities of tutor to a vertical group of students and support students on an individual basis through academic or personal difficulties. To act as a mentor to specific members of the tutor group in order to raise achievement.</li> <li>• To take responsibility for personal CPD and to participate in campus and external CPD activities by negotiation.</li> <li>• To undertake all of the requirements laid down by the campus Performance Management Policy.</li> <li>• To participate in faculty/department and campus meetings.</li> <li>• To participate in parental consultation/student progress afternoons and evenings as well as the annual target setting evening with Year 10 and 11.</li> <li>• To participate in the duty rota as instructed.</li> <li>• To fulfil the "Professional Standards 2012" as laid down by the DfE: <ol style="list-style-type: none"> <li><b>1. Set high expectations which inspire, motivate and challenge students</b> – safe and stimulating environment. Set goals and challenge students of all abilities and backgrounds. Demonstrate positive attitudes, values and behaviours.</li> <li><b>2. Promote progress and outcomes by students</b> - accountable for attainment, progress and outcomes.</li> <li><b>3. Demonstrate good subject and curriculum knowledge</b> – including literacy and numeracy.</li> <li><b>4. Plan and teach well-structured and engaging lessons</b> – including setting regular homework as per the campus policy. Selecting and using a range of different learning resources and equipment, including ICT and where possible the use of interactive whiteboards.</li> <li><b>5. Adapt teaching to respond to the strengths and needs of all students</b> – including differentiation / needs of SEND students.</li> <li><b>6. Make accurate and productive use of assessment</b> – using data/marking accurately/ giving feedback to students on how to improve/maintaining records of students' progress and development</li> </ol> </li> </ul>





	<p><b>7. Manage behaviour effectively</b> – establish rules/routines. Promote positive behaviour. Have high expectations.</p> <p><b>8. Fulfil wider professional responsibilities</b> – make a positive contribution to the ethos of the campus. Take responsibility for own professional learning.</p>
<b>UPS/Expert Professional Responsibilities (if applicable)</b>	<ul style="list-style-type: none"> <li>• Ensure own standards of teaching and learning are at least good or outstanding in order to be a leading professional in the campus.</li> <li>• Contribute to the professional development of colleagues through coaching and mentoring, demonstrating effective practice, and providing advice and feedback.</li> <li>• Other responsibilities to be determined by the Headteacher and Line Manager or as part of TLR responsibilities.</li> </ul>
<b>Generic duties and responsibilities</b>	<p>To work within the framework of national legislation and in accordance with the provisions of the School Teachers Pay and Conditions Document. In addition the post is subject to compliance with:</p> <ul style="list-style-type: none"> <li>• School policies and guidelines on the curriculum and school organisation</li> <li>• LA policies adopted by the campus</li> <li>• The Conditions of Service for School Teachers in England and Wales and with locally agreed conditions of employment</li> <li>• Common core of skills and knowledge for the children's workforce.</li> <li>• All teachers have a responsibility for safeguarding the welfare of children and young people he/she is responsible for or comes into contact with.</li> </ul> <p><b>The duties and responsibilities detailed within this job description should be supplemented by those accountabilities, roles and responsibilities common to all classroom teachers, as set out within the School Teachers Pay and Conditions Document.</b></p>



## **PERSON SPECIFICATION**

<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>CRITERIA Assessed By</b>
<b><u>Qualifications</u></b> Degree in relevant subject Post Graduate Certificate of Education		Application Form/CV Application Form/CV
<b><u>Training &amp; Experience</u></b> Recent successful teaching experience at KS4 and KS5. For NQTs this includes teaching practice.  Proven commitment to own professional development.	Classroom experience at KS3	Application Form/Letter/Reference  Application Form/Letter/Reference
<b><u>Knowledge</u></b> Knowledge of Spanish to KS4 and 5.  Knowledge of French to KS3 and 4.  Understanding the role of assessment within the subject area.	Knowledge of teaching pedagogies	Interview/Reference  Letter/Interview
<b><u>Skills</u></b> Ability to work with students and staff in a supportive and challenging way  Ability to motivate and enthuse students, including disaffected and reluctant learners  Ability and enthusiasm to work with students in mixed ability groups  Effective interpersonal skills  Good written and oral communication skills  Effective organisational and administrative skills  Ability to contribute to the strategic management of relevant teams through discussion and debate	Ability to use ICT both in the curriculum and as an administrative aid	Reference/Letter ( <i>Observation of teaching at interview</i> ).  Letter/Interview ( <i>Observation of teaching at interview.</i> )  Letter/Interview ( <i>Teaching observation at interview</i> )  Interview/Reference  Letter/Interview  Reference  Interview/Reference
<b><u>Attitudes and attributes</u></b> Open-mindedness and commitment to co-operate with both students and staff		Reference/Interview



Willing to work in an inclusive way to support all students to achieve their potential		Letter/Interview
Able to create a positive working environment through display of students' work and celebration of students' achievements		Reference
Able and willing to work with leaders and all colleagues in relevant teams in a co-operative, supportive and enthusiastic way		Letter
Flexible, resilient and reliable		Reference/Letter
Resourceful and innovative thinker		Reference
Must contribute to the shared resource system		Interview/Reference