



FRENCH TEACHER (MATERNITY COVER) APPLICATION PACK



The Role:	French Teacher (Maternity Cover)
Start Date:	January 2018
Reporting to:	Deputy Headmaster, Academic
Package:	Competitive

Welcome to Arnold House

Dear Applicant

Thank you for your interest in the role of French Teacher (Maternity Cover) at Arnold House.

Arnold House was founded in 1905 in St John's Wood. It is an independent preparatory school for boys from 5 to 13, and a member of IAPS (the Independent Association of Preparatory Schools).

Arnold House aims to provide an education of breadth and excellence and to serve the boys' best interests across the ability range. We aim to do so in a supportive, purposeful and stimulating environment, to provide a foundation for the boys' development within a Christian ethos, to help them mature into well-rounded individuals by developing their enjoyment of music, the arts and sport, and to promote good citizenship through the virtues of courtesy and industry.

The School's strengths include:

- a broad and balanced all-round education
- boys are enabled to develop as individuals
- a strong academic tradition
- a recognition that the School has a religious life
- an underlying spirit of tolerance
- kindness and good manners exemplified in relations between boys, staff and parents
- traditional values
- a spirit of competition
- strong pastoral care
- a happy family-oriented school.

Boys move on to many of the UK's top senior schools, including City of London, Eton, Harrow, Mill Hill, Radley, Rugby, St Paul's, Tonbridge,

UCS, Westminster and Winchester.

Comments from our recent ISI report include:

'The quality of children's academic achievement is excellent... pupils are confident in their abilities and show themselves to be very capable of working cooperatively and independently.'

'The quality of leadership and management is excellent. Senior leaders provide a clear educational direction for the school. The recently revised management structure creates an effective collegiate ethos that makes good use of the leadership skills within the school... the school has a clear strategy and identified budget for the professional development of staff.'

The full report can be downloaded from: www.arnoldhouse.co.uk/isi-inspection-reports

French at Arnold House

We aim to make our pupils' experience of language learning as enjoyable, organised and stimulating as possible.

As soon as the boys enter the School in Year 1 they have a short weekly session. During this time they start to develop their language skills through games, songs, art, drama and audio-visual material. The frequency of their French lessons gradually increases and in Year 7 and 8 we are able to offer five lessons per week.

As the boys progress through the School we work hard to ensure that equal emphasis is given to reading, writing, listening and speaking – skills in which they are ultimately examined, whilst nurturing a thorough understanding

of grammar concepts. We also have a very thorough and methodical approach to the learning of vocabulary and structures.

We provide an opportunity early in Year 8 for boys to spend time in France; they attend Maison Claire Fontaine in Burgundy for a week of French immersion prior to Common Entrance as a way of consolidating their language.

Most boys achieve top grades in this subject and go on to take French GCSE a year early at their Senior Schools.



Supplementary Information

We are seeking to recruit an excellent French Teacher (Maternity Cover) to join a committed and friendly staff at Arnold House.

Working alongside another dedicated French Teacher, you will teach boys from all years in the School, from Year 1 right up to Scholarship level in Year 8. In addition, you will act as Form Tutor to a form of boys in the senior (Years 5 to 8) section of the School.

The boys are highly motivated and enthusiastic.

Teachers at Arnold House are paid according to the School's own highly competitive salary scale. Arnold

House's salary scale is set generously above the maintained sector's scale for London teachers, both in recognition of the higher cost of living in London and of the fact that teachers 'go the extra mile' in a school such as ours by contributing to sports, drama productions, trips, clubs and other activities. All teachers take a share in supervisory duties and enjoy the benefit of a number of non-contact periods each week which they can use for lesson preparation, marking, etc. All staff are appraised regularly and are encouraged to reflect on and develop their practice.



Job Description

French Teacher (Maternity Cover)

All teachers at Arnold House share these responsibilities:

- to put the interests of pupils before all other considerations
- to prepare lessons to a high standard
- to correct work carefully and thoroughly, giving feedback to progress learning
- to teach in a manner appropriate to the needs of pupils and to provide appropriate differentiation in their teaching
- to keep records in the form of mark books and reports
- to set an example in behaviour, manner, efficiency, professionalism and presentation
- to undertake regular INSET and to keep abreast of appropriate developments in the teaching of French
- to keep a careful check on the use of educational resources within their control
- to make their classrooms attractive and welcoming places of learning
- to extend learning beyond the classroom by means of research, homework and outings
- to abide by and contribute to the development of whole-school policies
- 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
- to take a share in the general school duties shared amongst the members of the Common Room
- to attend school functions and concerts
- to participate in the School's extra-curricular activities according to their talents and interests
- to work co-operatively with other colleagues and senior managers
- to attend and contribute constructively to staff meetings
- to help review policies and to participate in working parties
- to take responsibility for the development of their own careers, through training, the acceptance of additional responsibilities and carefully considered career moves
- 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



Person Specification

Qualifications and Experience	Essential	Desirable
Good degree	✓	
Qualified teacher status		✓
Evidence of further learning/CPD		✓
Experience of teaching in a prep school to Common Entrance and Scholarship level		✓
Learning and Teaching	Essential	Desirable
Evidence of understanding how children learn most effectively	✓	
Evidence of being a reflective practitioner and a desire to keep developing the learning experience of the pupils	✓	
Ability to plan and teach lessons which appeal to the full range of ability levels	✓	
Evidence of excellent marking and feedback to pupils	✓	
Demonstrates a love of teaching	✓	
Demonstrates a desire to engage with extra-curricular activities and the broader life of the School	✓	

How to Apply

Application Closing Date: 12pm Tuesday 26th September

Interviews will be held: week commencing Monday 2nd October

Start date: January 2018

Please read our Recruitment, Selection and Disclosure Policy & Procedure, download and complete an application form, and send a handwritten letter to Recruitment, Arnold House School, 1 Loudoun Road, London NW8 0LH explaining why you feel you are suitable for the role.

In the case of any queries, please contact Frances Peel Yates, HR Administrator on 020 7266 4840.



Arnold House School 1 Loudoun Road St.John's Wood, London NW8 0LH

Telephone: 020 7266 4840 Facsimile: 020 7266 6994 Email: office@arnoldhouse.co.uk Website: www.arnoldhouse.co.uk

Arnold House School Ltd (Limited by Guarantee). Registered in London Number 889424. Educational Charitable Trust Number 312725