



NOTTING HILL & EALING
HIGH SCHOOL

GDST
GIRLS' DAY CENTRAL TRUST

Head of Modern Foreign Languages
Languages from amongst Mandarin, French, Spanish, German



£59 000 - £71 000 depending on experience & responsibilities

PERMANENT, FULL-TIME OR CLOSE TO FULL-TIME

CLOSING DATE 18th MARCH

For September 2025

Inspiring academic excellence since 1873



Notting Hill & Ealing High School is one of London's leading independent girls' day schools. Founded in 1873, it is the oldest of the 25 schools which make up the Girls' Day School Trust. We are an all-through school, starting at age 4, with over 900 students in all. The Senior School starts at age 11.

NHEHS is academically selective. Students are bright and ambitious. There is no trade off between success and happiness: the school is highly regarded for the way it achieves outstanding outcomes within a particularly warm and supportive environment.

Public examination results are consistently outstanding and girls go on to study a wide range of subjects at prestigious universities, from Oxford and Cambridge to overseas destinations such as Caltech and Trinity College Dublin.

In our latest ISI inspection, we achieved the highest possible grades across the board and the inspectors noted that 'the quality of the pupils' achievements and learning is exceptional'. We have won multiple awards, including, TES 2021 Senior School of the Year.

Five pillars of the school's vision for the coming years

• ACADEMIC CLOUT

We Inspire in all students academic ambition, not only in the classroom, but through clubs and societies, partnership work and trips and expeditions.

• VOICE

We instil public speaking skills throughout the girls' time so that they all have the confidence to find their voice.

• LEADERSHIP & INITIATIVE

We provide leadership opportunities throughout the school, so that all students know how they can lead and introduce new ideas.

• A COMPASSIONATE COMMUNITY

We sustain our strong sense of kindness and community, foster altruism, and give students the skills to navigate a complex moral world with assurance.

• SKILLS FOR LIFE

We work with our careers team, alumnae and parents to give students the skills needed to thrive in their studies, work and in the world at large.



A highly respected former Head of Sixth Form with significant safeguarding expertise, and well-known for her open-door policy, Rebecca is Acting Head for Spring Term 2025. As Senior Deputy Head Pastoral, she oversaw NHEHS's superb pastoral provision, including the coaching programme and initiatives to promote wellbeing. Rebecca has also been Head of English and run the EPQ programme.

Our Senior Leaders



Madeleine Copin

Senior Deputy Head & Deputy Head Academic

With degrees in Mathematics (Cambridge) and Art History (London), Madeleine has taught in both day and boarding schools. She works with Heads of Subject to develop scholarly experiences, from academic to projects engaging students in original research.



Emily Holmes & Marie-Helene Collins

Pastoral Deputy Heads

An English specialist with extensive pastoral leadership experience, Emily is passionate about enabling pupils to grow in kindness and resilience. Marie-Helene is an Oxford Historian with extensive leadership experience, and is also Director of University Admissions.



Hayley Silvester

Assistant Head Professional Development

Also the Head of English, Hayley leads staff training and development, ranging from supporting early career teachers to coaching for experienced leaders. She also oversees teaching quality assurance, and runs Teaching & Learning initiatives within the Senior School.



Richard Pearce

Head of Sixth Form

Formerly a research biologist, Richard also draws on experience as Head of Year in leading the academic and pastoral life of the Sixth Form. He oversees careers education, including how skills for life are embedded throughout the school.



Faieq Khan

Assistant Head Digital, Operations and Sustainability

Faieq has assisted Heads of Computer Science throughout the GDST, leading on initiatives to develop non-specialist teachers. His responsibilities as Assistant Head span digital strategy, sustainability, timetabling and data analysis.



Oliver Futter

Assistant Head Co-Curricular and Partnerships

Oliver is a dedicated Design Technology Teacher with a strong passion for fostering student engagement beyond the classroom. He actively encourages co-curricular activities and is always seeking new ways to inspire students.

Academic & Pastoral Excellence



“

At NHEHS, pastoral care is prioritised as much as academic drive.”

THE GOOD SCHOOLS GUIDE



The best of both worlds

We welcome applications from colleagues who share our ethos that a happy and supportive environment sits alongside academic success.

Proactive pastoral care

Initiatives at key developmental milestones help to develop in students an outward-looking perspective, as well as the ability to navigate life at school and in the future. A clear pathway of support, ensuring that every student is aware of all the people they can talk to, supports our students through their teenage years.

The school operates an extensive House system, which supports inter-year links, and encourages girls to take part in competitions across school life, from the infamous “House Shout” to “House University Challenge”.

Pastoral Involvement

All teachers are also tutors for a form, supported by an experienced Head of Year. For those with particular strengths or ambitions, there are opportunities to receive training in Mental Health First Aid, or to become a Pastoral Coach (supplementing form tutor provision) or to become part of the specialist team delivering Sex and Relationships Education.

Our Teaching & Learning philosophy: beyond specifications

We seek to spark a deep-seated love of learning, and a knowledge-rich understanding that reaches far beyond curriculum specifications. In class, students are engaged with a variety of questioning styles. Here and through written feedback, they are always encouraged to deepen and develop their answers. We use authentic, meaningful resources, wherever possible including original texts or journal articles. We are also passionate about the power of effective verbal and written feedback.

Scholarship & Research

The culture of scholarship is everywhere. Students in Year 8 complete a ‘Learning Amazons’ project on an area of interest and students in Years 10 and 12 have the opportunity of working with counterparts in other schools on research projects, supported by academics in various other Universities.



Maya and Imogen, both offered places to read Medicine at the University of Cambridge in 2021.

Bright & enthusiastic students



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Students here are encouraged to take the lead: from formal responsibility positions, to setting up acapella choirs, it all makes a difference.”

LEWHAT, HEAD GIRL OF NOTTING HILL & EALING HIGH SCHOOL

Martha, Year 12

“At NHEHS, the teachers are not only incredibly supportive of your learning, but also endorse your interests outside of academia. At the moment I am really enjoying European Ambassador Club, which strives to celebrate European diversity and culture”.

Martha studies History, Spanish and French for A Level. As a passionate linguist, she hopes to extend this interest at University, and is working closely with the Language department to achieve this dream. As both a linguist and a historian, Martha has been channelling her subject expertise into her involvement in the European Ambassador Programme, which aims to increase student awareness around European values and democracy at NHEHS.

Lilly, Year 9

“NHEHS has something for everyone: teachers make it as inclusive as possible, and I love the food!”

Lilly is one of our sporting stars, and plays for Middlesex Cricket Club. Her favourite subjects are Maths, Drama, and Design Technology: she is just as impressive in the classroom and the workshop as on a Cricket pitch! This year, Year 9 are trying to be more curious, so she is enjoying going down rabbit holes and learning beyond the curriculum.

Wala, Year 7

“At NHEHS, I am able to be as creative in lesson time as I am outside of school. My two favourite subjects are English and Art, and I especially enjoy Creative writing and poetry, as they allow me to be the most imaginative”.

Wala is in Year 7. Alongside her academic subjects, she also loves sports, and participates in Dance Club to extend her passion outside of the classroom. Not only is she a creative writer, but Wala is also a musician and plays in the school Orchestra as a Violinist.

This year, Year 7 have participated in a competition in celebration of National Poetry Day, where they focused on the many forms that poetry can take as a medium for self-expression.



Maya and Sophie, best friends since Reception and Waterpolo Captains (their team won the national championships), have gone on to study Engineering at Caltech and Computer Science at Cambridge.



A diverse community of colleagues



“

NHEHS is a magical place. We learn with, and from each other: I love discussions with colleagues and the many opportunities to connect socially.”

ANIKA DONKOR, GERMAN LANGUAGE ASSISTANT & A LEVEL TEACHER

Rachel Gordon Teacher of History and Teaching & Learning Development Lead

“Staff are trusted in trying new approaches, and supported in leading initiatives. NHEHS is a true community with numerous pathways for career development. I’m proud to have worked here for 10 years – and looking forward to the next 10!”

Following a career in investment banking, Rachel leads public speaking for students and is well-known for delivering formidable all-staff training sessions, and ‘revision parties’ for A Level History. Her da Vinci cross-curricular lecture initiative won the TES Creativity Award.

Liberty Brown Teacher of Biology and Head of Science

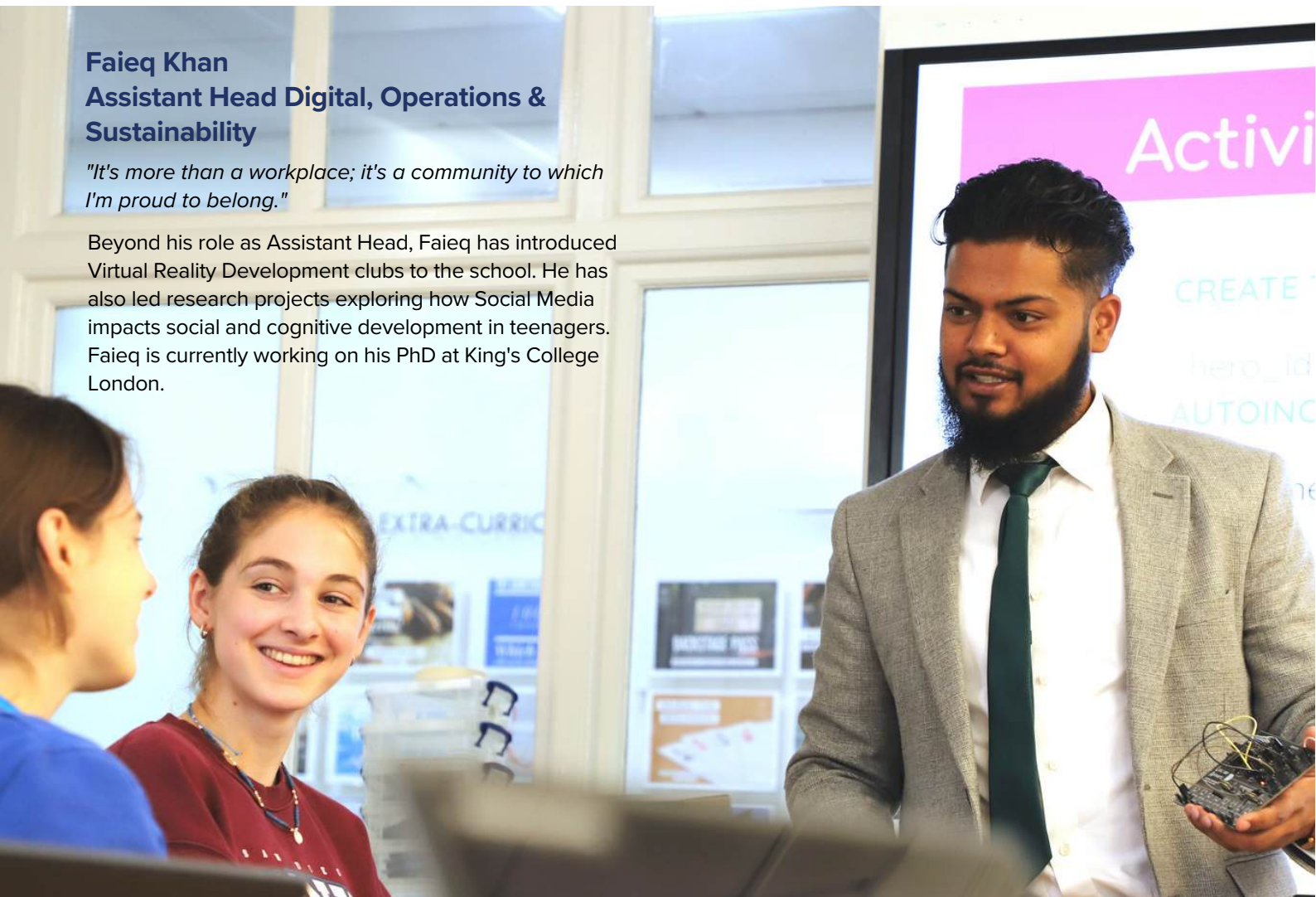
“NHEHS is a place where support staff and teaching staff are united in the shared mission of doing the best for our students. There are many events for us to come together socially, from cake mornings to the brilliant annual Christmas quiz run by members of SLT!”

Liberty runs a number of partnership programmes beyond science, and in particular BUDS, Saturday enrichment activities for Year 5 children in local maintained schools, and GreenSTEM. She writes good luck postcards to all her students before public exams.

Faiq Khan Assistant Head Digital, Operations & Sustainability

“It’s more than a workplace; it’s a community to which I’m proud to belong.”

Beyond his role as Assistant Head, Faiq has introduced Virtual Reality Development clubs to the school. He has also led research projects exploring how Social Media impacts social and cognitive development in teenagers. Faiq is currently working on his PhD at King’s College London.



The Modern Languages Department

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Authentic resources and meaningful in-person exchanges with other schools are key to the success of the department.

Jana Schindler-Smith, Head of Department



A thriving MFL Department

The MFL Department consists of six full-time and four part-time teachers and six language assistants.

The department has a set of rooms dedicated to MFL and students have their own Chromebooks. We currently teach Spanish, French, German, Italian and Chinese (Mandarin).

Results at GCSE and A Level are outstanding, with regular success at Oxbridge Level. All girls study at least one language for GCSE and Mandarin and Spanish is taught in the Junior School. All languages are offered up to A level, which is a popular option at Sixth Form.

Talent & experience

All members of the MFL Department teach across the age and ability range and some teach several languages. MFL is taught by language specialists and the department sets high standards.

Engaging with the student body in meaningful ways

Years 7 to 9

In Year 7 all students study Chinese and a carousel of French, Spanish and German. During Spring Term students then choose to carry on with two modern foreign languages and study these into Y8 and Y9.

GCSE

Each student must take at least one modern language and they often study two or more. We use the Edexcel Board for IGCSE for German, French, Italian and Spanish. Chinese follows the Edexcel GCSE specification.

A Level

All languages are offered at A Level using the Edexcel board.

Beyond the Classroom

The department offers several educational day trips, competitions and residential trips.

- Spanish, French and German 6th form trips to the BFI, theatre and art galleries.
- Year 7-13 HSBC and British Council Mandarin speaking competition which NHEHS won previously
- Year 8 cultural trip to France, Spain and Germany
- Year 9 to 11 trip to Berlin, Germany
- Year 10 and 11 homestay trip to Salamanca and Montpellier
- Year 10 and 11 cultural trip to Beijing
- Newly-established exchanges in all languages
- Languages Week and GDST Languages Festival
- Competitions and collaborations with other schools, including the Stephen Spender Poetry competition



Job description: Head of the MFL faculty

Purpose of the role

Overall responsibility for the professional leadership and management of the faculty to ensure that high standards of leadership and management are realised by the Heads of Department and Subject Leaders, high standards of teaching and learning are delivered, resources are used efficiently and effectively and the curriculum is managed and developed in accordance with school policy across the faculty.

Strategic direction

- Contribute to whole school policy-making and strategic planning as required by the Head.
- Prepare, monitor and update annual faculty plans in consultation with colleagues.
- Ensure that the school policies and strategies are embedded in the departmental schemes of work and operational plans.

Leadership & management of others

- Lead and manage the faculty, recruiting, inducting, developing, deploying, motivating and appraising members of the faculty in conjunction with Heads of Departments to ensure that they have clear expectations of their roles, and that high performance standards are achieved and maintained.
- Empower members of the faculty to develop their leadership potential to ensure continuous improvement within the faculty.
- Monitor Heads of Department and Subject Leaders leadership and management practice in the faculty and advise strategies for further development.
- Chair faculty meetings to ensure that they are used effectively to review performance and that actions are recorded and implemented.

Teaching and learning

- Promote excellence in teaching and learning to ensure all pupils develop their potential and are equipped for life beyond school.
- Exemplify in own practice the skills of teaching and learning typified by lead professionals, and ensure that good practice is shared throughout the faculty.
- Ensure that in departments, schemes of work are used, reviewed and modified to enable the maintenance and development of high standards of teaching and learning.
- Ensure that the Heads of Department are monitoring pupils' work and the classroom practice of those in their department to ensure high standards are maintained.
- Keep up to date with developments in the faculty subject areas and education in general to ensure that best practice is adopted within the faculty.

- Ensure that each department's delivery and development of the curriculum is effective in meeting the needs of all pupils.
- Contribute to the broader life of the school by supporting and leading curricular and extra-curricular events such as school productions and activity days.

Training & development of self and others

- As a lead professional set personal targets and take responsibility for own continuous professional development.
- Ensure that training needs within the faculty are identified, appropriately met, and that all members of the faculty are active in their own personal and continuous professional development.

Management & administration

- Monitor the faculty's allocated budget and purchasing arrangements, to ensure the efficient and effective use of all resources.
- Identify and collate the future resourcing needs and aspirations for the departments within the faculty, for consideration in the school budget planning process.
- Ensure that all resources are of benefit to teaching and learning and maintaining high standards in the faculty.

Monitoring, evaluation & assessment

- Ensure that within the faculty individual pupil progress is regularly assessed, recorded and reported and used to inform future teaching.
- Monitor and ensure that the Heads of Department and Subject Leaders are also monitoring pupil progress through the use of performance and benchmarked data to ensure that high standards of learning are achieved and maintained.



Skills & Attributes (Teaching)

General Requirements

All teaching staff are expected to:

- Work towards and support the school vision and the current school objectives outlined in the School Development Plan.
- Maintain high professional standards of attendance, punctuality, appearance, and conduct. Demonstrate positive and courteous relations with students, colleagues, parents and any external personnel.
- Adhere to school and GDST policies, as amended from time to time, and as set out in GDST Council Regulations, ORACLE and GDST circulars.
- Contribute towards organising, participating in or delivering on the school's programme of extra-curricular activities.
- In accordance with GDST policy, provide cover for absent colleagues by supervising and so far as is practicable, teaching pupils.
- Participate in meetings at the school which relate to the curriculum or the administration or organisation of the school, including pastoral arrangements, or for any purpose as reasonably decided by the Head.
- Carry out lunchtime duties – supervising pupils at lunch, as reasonable.
- Attend all relevant parents' meetings, which may take place in the evening.
- Support pupils and colleagues by attending some school productions, functions, trips and events as appropriate, and contributing, where possible, to the wider life of the school.
- Carry out such other associated duties as are reasonably assigned by the Head.

Personal attributes

- Enthusiastic, positive and hard working
- A passion for education
- Commitment to the safeguarding of children and young people
- Ability to inspire, motivate and support pupils
- Flexible and approachable attitude
- Ability to solve problems, make sound judgements and take decisions
- Ability to work under pressure, on own initiative, accurately and with attention to detail
- Commitment to the improvement and development of own teaching and performance
- The drive and stamina to provide excellent opportunities for all girls in the school
- Willingness to play a part in the overall developments of the school
- Commitment to maintaining the caring and supportive ethos of the school

Skills Required

- Ability to use a range of teaching strategies in order to meet the needs of all students
- Sound behaviour management skills and discipline, both inside and outside the classroom
- Dedication to promoting subject or key stage within the school and marketing within and outside school
- Ability to communicate effectively, both verbally and in writing, with colleagues, school-based staff, governors, GDST and external bodies
- Excellent interpersonal skills, able to work effectively and harmoniously with others (including pupils, colleagues and parents)
- Excellent organisational and time management skills with the ability to prioritise and work to deadlines
- Ability to work on own initiative and react to competing demands
- Ability to maintain confidentiality
- Confident user of ICT to aid administration and learning

Qualifications & Experience

- A good University-level qualification in the Subject, or a related University subject
- Experience of working in a successful department at Key Stages 3 to 5
- Some experience of responsibilities within a successful team
- Proven track record of success as a teacher
- Experience of successfully running extra-curricular activities

The following are not essential:

- Qualified teacher status
- Experience of teaching multiple languages

Training and Career Progression



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After a decade of university teaching, most recently at King's College, working here has been a joy from the outset. It's a really special school.”

ROBERTA KLIMT, DEPUTY HEAD OF SIXTH FORM

Developing Teaching & Learning with in-house programmes

Notting Hill & Ealing High School is committed to excellence in all aspects of teaching and learning, and a commitment to developing all staff. Opportunities are in place at all levels, from a comprehensive New Staff Induction programme to whole school INSET days. Our Bitesized CPD programme provides lunchtime and after school sessions on academic, pastoral and digital areas, whilst staff are encouraged to embark on their own learning walks, affectionately known as Wonder Wanders.

Training Opportunities

Professional development is key, and the school works with various organisations in order to help colleagues to achieve their goals. These have included training courses provided by the GSA and HMC, as well as centralised programmes provided by the GDST. With a generous training budget, staff are provided with a CPD menu of options so that they can create a bespoke programme suited to them. Connections are made through partnerships with other schools within the GDST.

Further Bespoke Training

We like to listen to colleagues and offer opportunities to help teachers develop in ways that work for them.

We can arrange, for example, for colleagues to have a day off timetable to develop spreadsheet or data analysis skills with another member of staff with particular expertise in that areas.

There are also opportunities to shadow members of the Senior Leadership Team or participate in the 'Next Step Mentoring', giving colleagues whole-school experience in a particular area.

Formal Qualifications

There is the opportunity to develop professionally through gaining formal qualifications. We have worked closely with the University of Buckingham to offer staff the chance to complete a PGCE or Apprenticeship qualification. There are also qualifications for more experienced members of staff available through the Chartered College of Teaching, or the HMC and GSA groups of schools.



Liberty (left), Head of Science and Fiona, Head of Chemistry, who alongside the Head of Physics coordinate the school's spectacular Science Week.

Unique Connections

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Our partnerships prepare students for the future and make us part of a broader community, for mutual growth and benefit.”

PASAN FERNANDO, ASSISTANT HEAD CO-CURRICULAR AND PARTNERSHIPS



The GDST

GDST schools share an ethos and heritage of girls-only education and are members of a unique network which adds value to each school, student and member of staff. Networking opportunities with other colleagues across the Trust enable staff to share best practice and develop initiatives that benefit all our schools and students. In addition to supporting the work of individual schools in supplying excellent induction and development opportunities for staff, the GDST network provides access to an extensive training programme. This includes development opportunities (including a Middle Leaders Development Programme and Aspiring Leaders Programme) and grants for individual courses of study.

Outreach

• MINIMUS

A project that introduces Latin to primary students by our Sixth Form Latinist. It engages NHEHS students as passionate teachers and challenges their Latin skills through playwriting and performance and other creative activities.

• BUDS

A project that empowers Year 5 students from our local state primary schools in Science, English, Maths, and Creative Thinking, fostering creative problem-solving and effective idea expression.

• ACADEMIC CONFERENCES

The school hosts numerous conferences across different subject areas for local schools, some of these organised and led by our Sixth Form students. Recent conferences have covered studying Medicine at university, Astrophysics and Tragedy.

Other schools and organisations

• HARROW SCHOOL

A short drive away, Harrow School collaborates with us on two unique Symposium projects in Years 10 and 12 (see nottingpages.com/symposia), one of which culminates in student presentations at the Royal Society. Departmental links include life drawing classes (Art) and cooking and culture lessons (Italian).

• NOTRE DAME DE NAMUR

This school in Philadelphia in the United States collaborates with NHEHS on Sixth Form politics debates. In 2023, NHEHS students travelled to Notre Dame for an international 'Sisters in STEM' symposium.

• IMPERIAL COLLEGE & LOCAL SCHOOLS

The GreenSTEM programme unites NHEHS students with half a dozen local state schools, to work with doctoral students at Imperial College on multidisciplinary problems.

• UNIVERSITY OF BUCKINGHAM

The university accredits the mini-MBA qualification developed by NHEHS: the Year 12 course, designed with fellows from Henley Business School, develops students' skills in Business Management, Leadership and Enterprise.

• HMC AND GSA

As a member of both national organisations, NHEHS accesses training and networking opportunities for staff.

• SCHOOLS IN EUROPE & TAIWAN

The Modern Languages department runs penpal programmes, Zoom-call conversational exchanges, and trips, with schools in countries of all five languages: Collège Jean-Baptiste Say in Paris, the Karlsruhe Gymnasium in Baden-Württemberg, Colegio Guadalaviar in Valencia, and Hung Jen Catholic Girls School in Taiwan.

Benefits of working with us



“

I ensure that colleagues are well looked-after! We enthusiastically develop new menus, inspired by many cultures, and love suggestions.”

BELLA HENRY, CATERING AND FACILITIES MANAGER



Generous salaries

The GDST development programme



A flexible pension scheme



up to

50% off

fees for children at GDST schools



Excellent lunches during termtime

A fun, warm & inclusive culture



Wonderful, bright & grounded students



Childcare vouchers



The cycle to work scheme

Interest-free loans for laptops



Next steps for your application

Frequently asked questions

• PAY

The GDST has its own paycales. Consideration is given to experience and talents in fields outside of teaching. Increases are also possible for different responsibility posts as well as subject specialist knowledge, through the consultant scheme.

• PARKING

There is ample parking immediately next to the school on the various roads around the site, as well as free parking a short walk away. Secure cycle racks are also available on site and many colleagues come in by bike.

• PENSIONS

Like many independent schools, the GDST has replaced the Teacher's Pension Scheme with a Flexible Pension Plan with a number of benefits. This is accounted for in paycales.

• ACCOMODATION

Accommodation is available in a shared staff house for colleagues in their first year of teaching.

Information about the school can be found in the following places:

• THE SCHOOL WEBSITE

NHEHS.GDST.NET

This contains recent news as well as information about the different departments and the school's extracurricular offering.

• "NOTTING PAGES"

NOTTINGPAGES.COM

This documents curriculum information and examples of initiatives within the academic life of the school.

• THE GOOD SCHOOLS GUIDE

Search for Notting Hill & Ealing High School

This review gives an external perspective on the School.

APPLICATION PROCEDURE

To apply please go to the NHEHS website and complete the online application.

Early applications are encouraged.

Successful applicants by 14th March will be invited to interview on the 19th March.

Closing date is 18th March.

Interviews will take place on 26th March

We reserve the right to close this vacancy early if we receive sufficient applications for the position and recommend that applications are submitted early.

It is the post-holder's responsibility to promote and safeguard the welfare of children and young persons for whom they are responsible, or with whom they come into contact. You will adhere to and ensure compliance with the school's Child Protection Policy Statement at all times. If in the course of carrying out the duties of the post the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the school they must report any concerns to the school's Designated Safeguarding Lead (Deputy Head) or to the Headmistress. Candidates should be aware that they will be asked to undergo a DBS check.

The School may also conduct online searches (including publicly available social media searches) as part of our recruitment processes.

The GDST is committed to diversity, inclusion and real change: a family where every individual is valued, respected and included.

We'd love to hear from you. Do get in touch with any questions.

Nona Hencken-Spurling, Human Resources Manager

recruitment@nhehs.gdst.net, 0208 233 8574

Jana Schindler-Smith, outgoing Head of MFL

j.schindler-smith@nhehs.gdst.net