



## Job Description: French Teacher (Prep)

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*We will enable each child to thrive personally, socially and academically, preparing them for the future by creating an environment that promotes wellbeing, encourages curiosity and celebrates individual success*

### Introduction

The School is committed to the development of modern foreign languages and as such French forms a vital part of the core curriculum. French is taught to all our pupils from Reception to Year 8. In Year 6 our pupils attend a residential course in France to further enhance and develop their language skills and build a solid foundation for the future.

### Job Summary

We are actively seeking to appoint an inspirational and innovative part-time French Teacher to deliver French to our pupils aged 11 – 13 (Year 7 and 8). Working within a dynamic and supportive team the successful candidate will have the ability to inspire our pupils with the love of French and motivate learning in a stimulating and effective way.

**Contract:** Permanent, part-time (0.2 FTE)

**Reports To:** Head of Modern Languages

**Required From:** September 2025 or January 2026

### Main Subject Responsibilities

#### 1. Teaching, Learning and Classroom Management

- Deliver high quality French lessons at KS3 level to Year 7 and 8
- Develop and implement engaging and effective lesson plans that cater to a range of abilities and learning styles, ensuring that work planned is suitably differentiated to meet the needs of every pupil in each class
- Manage lessons in such a way as to provide a suitable learning environment.
- Plan, prepare and deliver appropriate learning experiences based on agreed and published curriculum policies
- Promote French across the curriculum and contribute to the development and continuous improvement of the French curriculum
- Maintain records of children's achievements and progress in line with departmental expectations
- Bring to the attention of the Head of Learning Support, pupils with perceived Special Educational Needs
- Display children's work and information in the classrooms and around the School; ensure that classrooms are kept tidy and attractive

- Monitor and be responsible for the use and maintenance of teaching resources provided for the lessons and/or individual pupils
- Utilize ICT and technology to enhance pupils' learning
- Adhere to the Behaviour Management Policy of the School and, in general:
  - Set high expectations for pupil behaviour
  - Maintain good order and discipline among pupils and safeguard their health and safety, both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere
  - Contribute positively to ensuring that pupils are taught in a safe and supportive learning environment

## **2. Recording and Assessment**

- Mark and monitor pupils' work, providing constructive feedback and setting targets for future progression
- Assess, record and report on the development, progress and attainment of pupils
- Check that pupils have understood and completed work set
- Monitor pupils' strengths and weaknesses
- Plan, as appropriate, to ensure that pupils can continue to make demonstrable progress.
- Be responsible for monitoring and reporting to parents (as appropriate) on the progress of pupils in the lessons

## **3. Other Requirements**

- Stay up to date with current educational practices and integrate innovative teaching methods
- Uphold and at all times adhere to all school policies and procedures, including those relating to child protection and safeguarding
- Assist in the development of School policies and curriculum as required
- Set a good example to the pupils through their presentation, personal and professional conduct
- Take responsibility for their own professional development
- Liaise with parents, carers and other Agencies, as appropriate
- Work collaboratively within the department and wider school
- Work in close collaboration with the Head of Modern Languages
- Participate in meetings, briefings and other school activities and/or carry out any other duties that the Head of Modern Languages or Headmaster reasonably requires and considers to be relevant to the role

### **Additional Note**

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

The 'Teachers' Standards' define the minimum level of practice expected of all teachers. The Standards will be applied as appropriate to the role and context within which a teacher is practising. The Job Description should, therefore, be read in conjunction with the following 'Teachers' Standards'.

[Department for Education - Teachers' Standards](#)

## Candidate Profile

The experiences, skills and qualities set out below capture the ideal requirements for successful fulfilment of the role described. In practice, if a candidate does not meet all these requirements but demonstrates the potential, adaptability and ambition to grow into the role, this may still enable them to be successful.

<b>Qualifications and Experience</b>	<ul style="list-style-type: none"> <li>• Good academic education to degree level (ideally in a related subject)</li> <li>• Qualified teacher status desirable</li> <li>• Experience of teaching French in a KS3 setting</li> <li>• Strong KS3 subject knowledge required to deliver the curriculum to Year 7 and 8</li> <li>• Experience as an excellent classroom teacher</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• A personal love of French and of learning and an ability to convey this effectively to pupils, delivering inspiring lessons</li> <li>• Hard working, with a positive and enthusiastic attitude</li> <li>• A team player, with a sense of humour</li> <li>• Proactive - ability to follow and lead new initiatives</li> <li>• Eager to improve personal and professional skills</li> <li>• Understand and respect the principles of confidentiality</li> <li>• High professional standards for yourself and pupils</li> <li>• Ability to think creatively and demonstrate initiative, dealing calmly with different situations as they arise</li> <li>• Establishes strong connections with pupils, colleagues and parents through personal warmth and rapport</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>• A genuine interest and knowledge in the KS3 and Year 7/8 age group and a strong commitment to high standards of teaching and learning</li> <li>• Strong subject knowledge and fluency in the French language with an excellent accent and knowledge of grammar</li> <li>• Excellent communication skills, particularly when addressing staff, pupils or parents directly</li> <li>• ICT literate, confident in the use of ICT and/or the ability to learn quickly when using unfamiliar packages</li> <li>• Excellent time management and organisational skills</li> <li>• A commitment to getting to know each pupil as an individual learner</li> <li>• The ability to work flexibly, using own initiative and prioritising effectively</li> <li>• The capacity to work accurately under pressure with attention to detail</li> </ul>
<b>Philosophy and Ethos</b>	<ul style="list-style-type: none"> <li>• A commitment to safeguarding and promoting the welfare of children and young people</li> <li>• Ability to form and maintain appropriate relationships and personal boundaries with children</li> <li>• A commitment to the ethos and strategic direction of the School</li> </ul>