



Aldenham  
founded 1597

# **TEACHER OF FRENCH AND SPANISH**

**September 2019**

**Information for applicants**

## **Teacher of Modern Foreign Languages**

The School wishes to appoint a Teacher of Modern Foreign Languages for September 2019. The successful candidate will be expected to teach French and Spanish to GCSE with at least one language to A Level. They will be part of a group of five teachers of MFL within the School.

Whilst not an exhaustive list the principal responsibilities are:

1. To teach high quality French and Spanish lessons.
2. To plan lessons which are sufficiently differentiated to engage all pupils.
3. To monitor and evaluate the progress of pupils through the marking of books, tests and exams.
4. To record pupils' attendance and progress in a suitable format.
5. To report regularly and professionally to the parents and guardian of each pupil.
6. To attend Departmental and Staff meetings and to liaise with the Head of Department and pastoral staff on pupils' progress and other teaching and learning matters.
7. To be involved in the evaluation and development of schemes of work.
8. To take a full and active part in the co-curricular programme of activities and games.
9. To be prepared to take on pastoral duties as a House tutor in either a Day or Boarding House.

## **Aldenham School Languages Department**

The Languages Department offers French and Spanish to GCSE and A Level and comprises five teachers and one assistant. In Year 7, we offer both French and Spanish. Pupils must choose, at the end of Year 7, which language they would like to continue in Years 8 and 9 before asking them to commit for GCSE. The majority continue their study of a modern foreign language to GCSE when picking their options for Year 10. Students are prepared and entered for the AQA GCSE and AQA A Level course.

French and Spanish are popular subjects at Aldenham and there is good level of motivation and enthusiasm among pupils and staff alike. We are a vibrant well-resourced department. In addition, Year 11 A Level pupils have the opportunity of weekly individual conversational sessions. To supplement our text books, we subscribe to a variety of support programmes such as Vocabexpress, ActiveTeach. We also have our own VLE. The library subscribes to a variety of journals and magazines. In Year 10, all language pupils are offered a residential trip to a target country.

The post is likely to suit a person with energy, ambition and flair and who is willing to take on departmental responsibilities as well as full school co-curricular activities, and may aspire to lead a languages department in the future. The successful candidate must be ICT literate.

Applicants are likely to be teachers with appropriate experience and training, but we would also consider NQTs or those who would be willing to be trained through the PGCE programme at the University of Buckingham.

### **Salary and Conditions**

The salary for this post will depend upon the qualifications and experience of the candidate and will be discussed at interview. The School participates in the Teachers' Superannuation Scheme run by the TPA. Candidates should note that the School is committed to safeguarding and promoting the welfare of children and that all appointments are subject to an enhanced check with DBS.

The School has a strong commitment to professional development and it is a condition of employment that all members of staff participate in any scheme of appraisal, review and professional development currently operating in the School.

Applications (with letter of application, together with the completed application form which must include addresses and telephone numbers of two referees) may be handwritten or word-processed and should outline personal ambitions as well as professional interests. Applications should be emailed to **HMSecretary@aldenham.com** or addressed to Mr J C Fowler, Headmaster, Aldenham School, Elstree, Hertfordshire WD6 3AJ.

**The closing date for applications is Monday, 29 April 2019.**

The Head of Languages, Marta Bustamante, will be pleased to talk to those seeking further information about the position. She can be contacted by telephone (01923 858122) or by email - [mbustamante@aldenham.com](mailto:mbustamante@aldenham.com)



## **Introduction to Aldenhams School**

The key aims of Aldenhams School are to:

- § Encourage each pupil fully to develop his or her intellectual, physical and cultural talents.
- § Emphasise the importance of the social, moral and spiritual dimensions of community life in a modern society.
- § Set appropriate goals to challenge each individual within a small caring community.
- § Recognise and reward personal and collective achievement in a positive learning environment.
- § Nurture in pupils the character and skills with which to meet the challenges of life beyond school.
- § Maintain and develop a team of professional teachers who seek fulfilment in their work through the progress of their pupils.
- § Forge a partnership with parents and the wider community for the further development of the aims and life of the School.

### **Background to Aldenhams School**

Aldenhams School was founded in 1597 and has remained on the same outstanding site ever since - surrounded by green fields, yet only 12 miles from Marble Arch. It is a relatively small, but growing school with a very strong boarding ethos. Its reputation as an excellent environment for a high quality all-round education owes much to its close knit and supportive community. Central to our educational aims is the achievement of every child's academic potential, but the building of confidence comes equally from participation in sport, music and drama and by meeting the challenge of living and working together within the disciplined community that is at the heart of Aldenhams.

The Aldenhams Foundation has a shared governing body of which the Headmaster is the Chief Executive. Aldenhams School educates around 620 boys and girls (11-18), together with the Aldenhams Prep School, which educates around 150 boys and girls (3-11) on the Aldenhams campus. St Hilda's School, Bushey educates around 150 (girls only, 3-11) and is based on a separate site around 4 miles away. Under a recent planning agreement, Aldenhams School will grow to around 650 pupils in the next few years.

There are seven Houses constituting Aldenham School: a Junior House, Martineau's for approximately 180 11-13 year-old pupils of whom up to 25 can be boarders; 2 senior (13-18) Day Houses one for boys and the other for girls; a senior Boarding and Day house for girls; and 3 senior Boarding and Day Houses for boys. There are girls in each of the year groups in the school with around one third of the pupils being girls in the junior years. The School offers a wide variety of day and boarding options. The day pupils' programme operates from 8.30am until 5.30pm and staff are required to be on site throughout this extended school day.

Boarders may either stay throughout the entire week as full boarders, or can be flexi boarders. Flexi-boarding is an increasingly popular option. Around 180 pupils are either full boarders or flexi boarders. Boys and girls can move between these systems according to changes in family circumstances over their career in the School. It is interesting to note that a high proportion of the boarders live within a 20 mile radius.

The most recent full inspections of the School by ISI in November 2012 and December 2017 both produced exceptional outcomes with the highest grade of "excellent" being given in all categories. A full copy of the Inspection Report can be found on the School website.

Teaching loads are generous, with 25 out of 35 periods being the norm but colleagues are required to contribute fully to the life of the School and to help with games, activities and as tutors in the day and boarding houses. All teachers are required to be tutors, attached to one of the 7 houses and are responsible for delivering the tutorial programme, writing reports and overseeing the academic and pastoral welfare of their tutees. Drama, Music, Adventure Training and the Duke of Edinburgh Scheme all thrive at Aldenham as well as "minor" sports such as sailing, fives and golf. The CCF is an active and well-resourced partnership with a local maintained School. The major boys' sports are football, hockey and cricket which the School plays at a high level in all three terms. Girls also have a full games programme with their major sports being hockey, netball and rounders. The School's high profile in sport was emphasised by winning the IFSA National Cup competition in Football at Under 15 in 2018 and 2019.

All pupils take a broad, but balanced curriculum up to GCSE of around 10 GCSE/iGCSE subjects in Year 11. The majority go on to the Sixth Form where a linear structure is used to enable most students to take 3 A Levels, although some will be offered the chance to take 4. Beyond A-Level, the overwhelming majority go on to universities with a number doing gap years or visits overseas.

In recent years, there has been a major development and refurbishment programme especially within the day and boarding house accommodation, which has been expanded and improved. There is a very significant ongoing programme of investment in ICT both for teaching and learning and for management and administration. Computing, Dance, Design Technology (Graphics, Resistant Materials and Textiles), Drama, Government and Politics, Media Studies, Music Technology and Psychology all form part of a broad curriculum. A full sized sports hall is at the centre of the games programme, which makes available an extremely wide variety of sports to boys and girls.

There are a number of regular school visits in the UK and abroad with many field trips, modern language exchanges, skiing, sports tours, as well as cultural visits to many parts of the world and expeditions to places far and wide. The School's buildings have undergone extensive renovation and refurbishment over recent years. The School's newest building, The Wells Centre, includes a Sixth Form Centre as well as teaching areas for Psychology and Music.

Aldenham is a Christian foundation and its members are expected to share in a framework of services in the Chapel. It is the Christian ethic that provides our strongest guide towards matters of behaviour and aspiration in the school. A very wide range of racial and religious backgrounds are represented and welcomed within the School and a friendly and supportive atmosphere is our aim and our achievement within the school community. The Aldenham Attributes of Aspiration; Co-operation; Courage; Curiosity, Independence; Respect are widely valued as encompassing the characteristics that provide our pupils with a successful experience at School and then equip them to meet the challenges when they leave us.

Further details about Aldenham, including a tour of the School, Aldenham in the media and our prospectus can be seen on our website:

[www.aldenham.com](http://www.aldenham.com)

**March 2019**