**HEAD OF FRENCH**

**JOB DESCRIPTION**

**Salary:** TLR 2b - £4792.00 per annum

**Purpose:**

To provide effective leadership and management of French in order to ensure continued growth in student uptake, excellent student progress and to develop the extensive range of extracurricular opportunities available to students.

**Key Responsibilities:**

* Work with the Curriculum Leader to evaluate and optimise the quality of teaching and learning within French based on analysis of available data and observation of lessons where appropriate; take responsibility for any necessary change and improvement.
* Develop, implement and review high quality schemes of work and resources in French for all key stages, which promote the spontaneous use of the target language, a thorough understanding of relevant grammar and appreciation of context and culture where relevant. These should be designed to be compliant with the requirements of current GCSE and A-Level syllabi.
* Evaluate the effectiveness of teaching and learning in French, the subject curriculum, student progress and staff performance in order to inform future priorities.
* Take specific responsibility for leading, managing, coordinating and monitoring the impact of academic interventions in French at all key stages for students who are identified as underperforming or needing additional support and in particular raising standards for key groups.
* Be proactive in working to raise the profile of French across the school.
* Support, promote and develop the range of extracurricular activities offered by the department.
* Model and seek opportunities to share examples of excellent classroom practice.
* Develop, implement and review meaningful assessment and homework tasks in French at all key stages.
* Keep up to date with national developments in teaching practice and methodology in French.
* Take a leading role in promoting, managing and being responsible for high standards of student behaviour in French lessons.
* In the event of colleagues being absent and unable to set appropriate cover work, to do so or arrange for this to be done on their behalf.
* Carry out any other reasonable task not specified by this description.

**TLA**

**5/22**

**MAIN SCALE TEACHER**

**JOB DESCRIPTION**

At the heart of a successful school is the provision of high quality teaching and learning, the effective use of resources, the highest standards of achievement for all students and the promotion of students’ personal development and well-being. A subject teacher plays a key part in this provision by a commitment to the school’s ethos, by working effectively in subject and pastoral teams and by delivering high standards of teaching and learning. In this way, s/he assists the school in reaching its targets and objectives.

**JOB PURPOSE**

To teach students across the full age and ability range present in the school in order to ensure the highest possible standards of student achievement, personal development and well-being.

**REPORTING**

The post holder will report to the relevant Curriculum Leader/Head of Department and Year Coordinator.

**WORKING TIME AND CONDITIONS**

These will be as specified in the latest School Teachers’ Pay and Conditions Document.

**ACCOUNTABILITIES**

1. To be committed to and to promote the school’s vision, aims, objectives and values.
2. 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
3. To maintain and contribute to the development of school policies.
Within school and subject policies, to:
⚫ effectively teach National and School Curricula within the school’s Teaching and Learning
 Policy
⚫ set appropriate homework
⚫ mark work, assess, record, track and report student progress, using available data
⚫ provide a stimulating learning environment
⚫ have due regard for maintaining health and safety and security in the areas s/he uses.
4. To be a member of a pastoral team and, if required, a form tutor, carrying out the associated responsibilities.
5. To assist with the effective operation of subject and year teams by, individually and with others:
⚫ developing schemes of work, resources, teaching and learning strategies,
⚫ contributing to team review, monitoring and evaluation and the development of working
 practices,
⚫ participating in working groups, ad hoc projects,
⚫ taking part in other professional development activities,
⚫ attending meetings as necessary.
6. To support the development of cultural capital in students by contributing to extra-curricular activities.

**Other Specific Duties**

1. To undertake any other duty as specified by the School Teachers’ Pay and Conditions Document not mentioned in the above.
2. To comply with any reasonable request from a leader/manager to undertake work of a similar level that is not specified in the job description.

The job description is current at the date shown, but in consultation with you may be changed by the Headteacher to meet changing regulations or circumstances. These would be commensurate with the grade and title of the post.