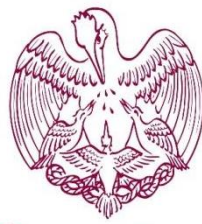




# MODERN FOREIGN LANGUAGES TEACHER



**Sawston**  
Village College

## Candidate Information Pack



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## Welcome from the Chief Executive Officer

Thank you for your interest in the position of Modern Foreign Languages Teacher at Sawston Village College, part of Anglian Learning.

We are an ambitious, outward looking school trust consisting of six secondary schools and nine primary schools, the latest to join our community being the new Marleigh Primary Academy which opened in September 2022. While each of our academies retains very clearly their own identity and ethos, we are collectively passionate in our belief that all young people deserve to have access to an outstanding education, and which crucially enables them to thrive in the local, national, and global communities in which they live.

Anglian Learning has been founded on strong collaborative and trusting relationships, where everybody is committed to sharing their successes, but equally open to new ideas and alternative perspectives. We also firmly believe that our most important resource is our people, and if you apply and are successful in your application, we promise to develop and support you in your career, as well as providing a caring, friendly environment in which to work.

For an informal discussion regarding this role, please contact Louise Milne, HR Manager, on [jobs@sawstonvc.org](mailto:jobs@sawstonvc.org).

I hope that you find the following information useful. If you wish to visit our school or make an application for this vacancy, please see contact information within.

We look forward to hearing from you.

Yours sincerely



Jonathan Culpin  
Chief Executive Officer



## Anglian Learning

Our mission is to build an innovative partnership of academies that excites, inspires, and empowers our people – pupils, staff, and the community in which we work - to be the very best they can be, to have the confidence to think creatively, and embrace new challenges. Through this we will seek to support and inspire our young people to be dynamic learners who will live, grow, and thrive in the local, national, and global community in which they live and will work.

Currently, the Trust educates more than 8000 pupils and employs over 1000 members of staff in 15 schools across three counties, with a 16<sup>th</sup> school due to open in September 2024. Several of our schools provide adult education opportunities, reflecting our commitment to lifelong learning and we also operate our own sport centres, under the banner of Anglian Leisure. We are recent winners of the NGA Outstanding Governance Award; have a unique partnership with Arts Council England, reflecting our commitment to arts education; and are one of the eight National Creativity Collaborative pilot hubs. We are strategic partners in the local teaching school hub, working closely with other trusts to provide professional qualifications in addition to our own very extensive professional learning programmes.

We provide school improvement support to our schools, alongside finance, human resources, ICT, and estates support. Many of our leaders, teachers, and professional services staff are involved in networks across the Trust to share best practice and build skills and knowledge, with some taking on cross-trust leadership positions.

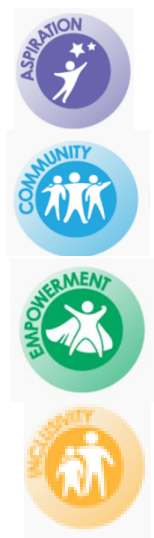
Our most recent staff survey indicated that a high proportion of staff:

- ✓ Feel as though they belong within Anglian Learning
- ✓ Agree that they are provided with relevant opportunities for professional development
- ✓ Feel that there is a positive culture of psychological safety within their school
- ✓ Have high levels of job satisfaction and happiness at work
- ✓ Would recommend our organisation as a great place to work
- ✓ Almost all staff who responded to the survey feel part a team within their school and can rely on colleagues for support when needed.

**The core Vision of Anglian Learning is to enable:**

Dynamic, empowered learners who thrive and lead in their communities: locally, nationally, and globally.

**Our four core values and principles guide our work to achieve our vision:**



### Aspiration

We are ambitious for ourselves and all those in our community to be the best we can be

### Community

We underpin our relationships with a culture of support, respect and trust, recognising we are stronger together

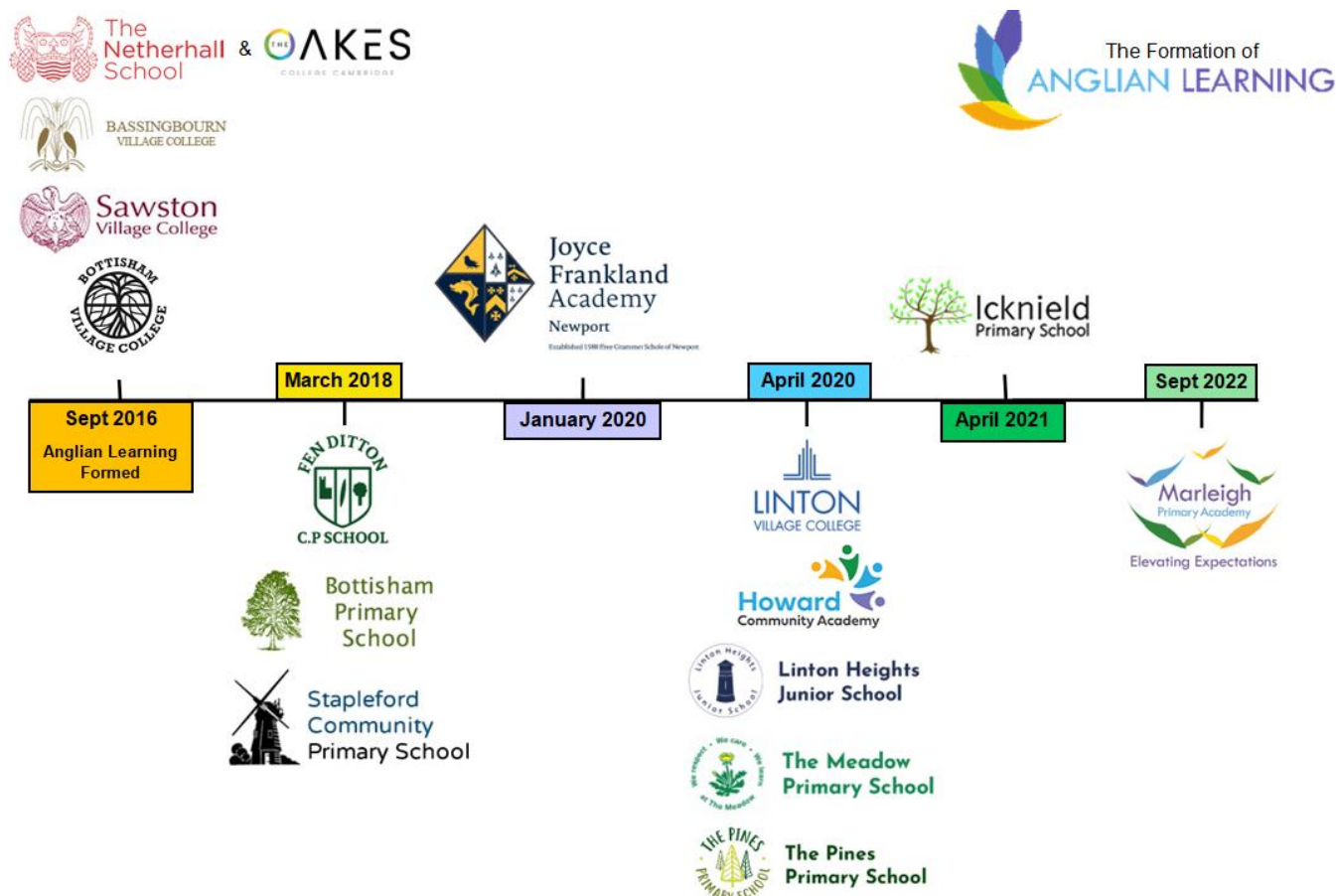
### Empowerment

We enable our academies, staff and learners to embrace new ideas and think creatively

### Inclusivity

We believe in equality of opportunity, celebrating everyone's differences and supporting learners of all abilities from all backgrounds

**This is our Anglian Learning community. It is an exciting time to join our growing Trust.**



We are committed to providing outstanding academies which are a source of pride for the communities that they serve.

We aim to achieve this by raising the educational attainment of all our young people and using the collective energy and cross-school educational fertilisation within the Trust to improve life chances by:

- Developing a dynamic and inspirational culture for teaching and learning excellence.
- Providing pupils with stimulating and valuable enrichment opportunities across the curriculum.
- Building a curriculum and assessment structure that will enable teachers, pupils, and parents to celebrate success and respond swiftly to challenge.
- Encouraging innovation and risk-taking through a focus on research and best practice locally, nationally, and internationally.
- Promoting, enabling, and supporting leadership at all levels to flourish in individual schools and across the Trust.
- Providing high quality professional learning opportunities for staff at all levels in the Trust





## Sawston Village College

Thank you very much for your interest in a position at Sawston Village College. We sincerely hope that the information below and enclosed within this pack will encourage you to apply to our friendly and vibrant school.

We are a very welcoming and highly successful school, one in which all staff are valued and all contribute to our strong caring ethos. The College is listed in the top ten state secondary schools without a sixth form in the UK (The Sunday Times, 2023). Pupils are at the centre of all that we do but we can only succeed when all professionals work together, collaboratively and supportively, to ensure a positive, safe and calm learning environment in which all pupils can thrive. We ensure our staff have the resources, development and opportunities to fulfil their roles and responsibilities. Staff wellbeing is vital to our success and we consider workload and the working environment very carefully.

Sawston Village College is an inclusive, comprehensive 11-16 academy, set on a picturesque open campus, a few miles south of the culturally iconic and aspirational city of Cambridge. It was the first purpose-built Village College in England and we are proud of the fact that it is still heralded as a model for community education and remains true to Henry Morris' founding principles. Many members of the local community visit each week to participate in learning, sporting or leisure activities. We are also proud to be a founding member of the Anglian Learning Trust, a family of like-minded schools serving over 5500 pupils from ages 3-19 in this region. The Trust affords us opportunities to learn from each other, prosper from outstanding leadership development and build strong professional networks to achieve ambitious objectives.

Our focus is the achievement and wellbeing of our 1172 pupils within a school culture based on community, ambition, respect and endeavour. In 2022, the College achieved above national averages at all levels including 63% gaining grade 5+ in English and Maths, 44% at grade 7 or above across all subjects and a progress score of +0.4. In 2019, we were in the highest quintile for all measures. Pupils secure their preferred post-16 pathway having achieved grades significantly well above average. Academic success, of course, is only one measure and, as an Artsmark Platinum accredited school, we are equally proud of our extensive extra-curricular offer as well as our aim to help all pupils leave with confidence, enriched experiences and hope for the future. Our code of conduct demands that our pupils also understand and appreciate the need for kindness, humility, politeness and good grace.

This success is based upon the following key principles. Firstly, a firm commitment to the belief that all pupils, regardless of ability or background, are able to achieve their potential and have the best opportunities to succeed in education, employment and life. Secondly, a determination to recruit, develop and retain the very best staff, by providing varied and exciting personalised opportunities for professional development, and a caring, supportive environment with an emphasis on teamwork, collaboration and staff well-being. Thirdly, a firm conviction that teaching and learning can only flourish where pupils are well behaved and respectful. Therefore, we have very high expectations and set exacting standards enabling staff and pupils to feel safe and happy. We provide outstanding pastoral care of our young people. Each pupil is a member of a vertical tutor group and a House. Non-teaching pastoral leads work very closely with our inclusion team, safeguarding team and SLT, to ensure that all pupils are known, valued, cared for and encouraged to do and be the best they can. We pride ourselves on the professionalism of our staff and our commitment to ethical leadership; as role models for the young, how we behave as leaders is as important as what we do.

Sawston Village College is a highly professional and exceptionally friendly, caring and enjoyable place in which to work and teach. During these turbulent times, we are keen to recruit people with resilience, adaptability and optimism for a better future. Above all, we are looking for staff who take pride in their work, enjoy the company of children and can harness the power of education to transform lives and inspire our future generation.

Thank you, in anticipation, for the time you will give to your application.

A handwritten signature in black ink, appearing to read 'J Russell', written in a cursive style.

Mr J Russell  
Principal



## **Modern Foreign Languages Teacher**

**Hours: Full-time or part-time 88%**

**Working Pattern: Monday to Friday**

**Salary: MPS/UPS £28,000-£43,685 FTE**

**Contract Type: Permanent**

**Location: Sawston Village College**

Anglian Learning is a high-performing multi-academy trust responsible for 15 schools in West Suffolk, Cambridgeshire, and Essex, educating over 8,000 pupils and employing more than 1000 staff.

Our vision is for dynamic, empowered learners who thrive and lead in their communities: locally, nationally, and globally. Our schools are at the heart of their communities and as well as providing a broad, rich, and vibrant curriculum to pupils they also provide sporting, community education and other facilities and opportunities to their local community.

We're committed to making Anglian Learning a place where everyone feels valued and has equal access to the opportunities our Trust offers. We are always open to discussing flexible working opportunities or making adjustments to ensure you thrive in your role with us.

### **The Vacancy**

We are now seeking to appoint an enthusiastic, creative and inspirational teacher to join our successful team to share their love of modern foreign languages with our pupils. You will be able to teach French and Spanish at KS3 with at least one to GCSE. The ability to teach German would be an advantage, but is not essential. The post is available from September 2023 but we will consider a later start for an exceptional candidate.

Many pupils at the College choose to study languages at GCSE, despite it being optional, because of the enjoyable and positive experience they have of the subject; the department is also renowned for the opportunities available to pupils for residential trips abroad. The MFL team is characterised by its supportive and friendly ethos.

This post will provide the successful applicant with a wealth of opportunity to develop their classroom practice and career. Applications are welcomed from Early Career Teachers, as well as those with more experience looking for their next position in a department and school with aspirations for excellence for all.

Languages teachers in Cambridgeshire may be eligible for [early-career payments](#) worth up to £7,500 and/or be eligible to [claim back student loan repayments](#).



## Department Profile

The Modern Foreign Languages Faculty comprises five staff who are extremely dedicated and work together as a cohesive team achieving good results.

We have high expectations of all pupils and create a working climate in our classrooms to encourage all pupils to fulfil their potential. At the centre of our work is a focus on high quality, effective teaching and learning. We are committed to providing and encouraging high levels of challenge, feedback, pupil independence and engagement in all our lessons.

As part of the curriculum we offer pupils three languages: French, Spanish and German. Pupils in all year groups can also study Italian (at Beginner, Intermediate or Advanced level) in extra-curricular classes, which can lead to a full GCSE qualification.

On entering the College, Year 7 study either French or Spanish. In Year 8, some pupils will also study German in addition to the language that they learnt in Year 7, according to their ability.

At Key Stage 4, pupils are encouraged to choose to study at least one foreign language. Pupils follow the AQA GCSE syllabus. The course materials currently in use at GCSE are Studio, Viva and Stimmt. A number of pupils also study two languages to GCSE level and many continue to study at least one language to AS level.

We also have an extensive bank of additional resources: ICT software, DVDs, etc. At Key Stage 3, we have redeveloped our pedagogy and currently use a combination of NCELP resources and sentence-builder activities.

This year, our foreign trips are resuming. Our Year 8 Spanish pupils are going to Barcelona this June whilst the Y8 French pupils are visiting Paris. We are hoping with time to build more residential trips, ideally exchanges, at Key Stage 4.

Thank you for taking the time to consider joining the MFL Team. We hope that this outline has given you an overview of the department.

## Employee Benefits

Anglian Learning offers the following benefits to staff.

- Teachers: Teachers' Pension Scheme
- Career Average Revalued Earnings Pension Scheme (CARE)
- Free membership to all [Anglian Leisure](#)'s Sports Centres - *Bassingbourn, Bottisham, Sawston, Joyce Frankland, Linton and Netherhall*
- 20% Discount on Adult Education Classes run by Anglian Learning Schools
- Employee Assistance Programme via Health Assured
- Cycle To Work Salary Sacrifice Scheme
- Discounted Eye Care Vouchers
- Annual Flu Jab Vouchers

## Application

If you would like to arrange a visit to our school please contact the HR team at [jobs@sawstonvc.org](mailto:jobs@sawstonvc.org).

To apply for this vacancy please complete the application process via My New Term, outlining how your skills and experience will enable you to be successful in this role. Please note that CVs will not be accepted.

If for any reason you cannot apply via My New Term and need to apply via an alternative accessible format, please do contact us to arrange by emailing [jobs@sawstonvc.org](mailto:jobs@sawstonvc.org).

**Closing Date:** Monday 26 June 2023 at midnight  
**Interview date:** Wednesday 5 July 2023  
**Start date:** September 2023

*Anglian Learning is committed to safeguarding and promoting the welfare of young people and vulnerable adults. We expect all staff to share this commitment and those in regulated activity will be subject to an Enhanced DBS Check and online checks. Certificate of Good Conduct and other applicable checks may be requested.*

*This post is exempt from the Rehabilitation of Offenders Act. Our policies for Ex-Offenders, GDPR, Safeguarding and Recruitment can be found on our website: [www.anglianlearning.org](http://www.anglianlearning.org).*

*We value diversity and welcome applications from all, including those with protected characteristics under the Equality Act. Flexible working will be considered for all roles deemed suitable.*

*Please note the photo(s) of pupils attached to this notice were used under the legal ground of consent, for the purpose of preparing publications that promote the school.*



## Modern Foreign Languages Teacher – Job Description

<b>Salary</b>	MPS/UPS
<b>Hours</b>	Full time or part time 88%
<b>Pension</b>	Teachers' Pension Scheme
<b>Disclosure Level</b>	Enhanced DBS with children's barred list check
<b>Location</b>	The post holder will be based at Sawston Village College
<b>Responsible to</b>	Head of Modern Foreign Languages
<b>Job Purpose</b>	<ul style="list-style-type: none"> <li>To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils and to support a designated curriculum area as appropriate</li> <li>To monitor and support the overall progress and development of pupils</li> <li>To facilitate and encourage a learning experience which provides pupils with the opportunity to achieve their individual potential</li> <li>To contribute to raising standards of pupil attainment.</li> <li>To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth</li> </ul>

<b>Main Duties</b>	
<b>Operational/ strategic planning</b>	<ul style="list-style-type: none"> <li>To make a positive contribution to the work of the department, assisting in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies and taking responsibility for particular facets of the department's work</li> <li>To contribute to the curriculum area and department's development plan and its implementation</li> <li>To plan and prepare courses and lessons</li> <li>To contribute to the whole school's planning activities</li> </ul>
<b>Curriculum provision</b>	To assist the Head of Department and Senior Leadership Team to ensure that the curriculum area provides a range of teaching that complements the school's strategic objectives
<b>Staffing</b>	To take part in the school's staff development programme by participating in arrangements for further training and professional development
<b>Staff development</b>	To continue personal development in the relevant areas including subject knowledge and teaching methods
<b>Recruitment/ deployment of staff</b>	<ul style="list-style-type: none"> <li>To engage actively in the Performance Management process</li> <li>To ensure the effective/efficient deployment of classroom support</li> <li>To work as a member of a designated team and to contribute positively to effective working relations within the school</li> </ul>

<b>Quality assurance</b>	<ul style="list-style-type: none"> <li>• To help to implement school quality procedures and to adhere to the requirements outlined in the school's quality assurance policy.</li> <li>• To contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed school procedures</li> <li>• To seek/implement modification and improvement where required</li> <li>• To review from time to time methods of teaching and programmes of work</li> <li>• To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school</li> </ul>
<b>Management information</b>	<ul style="list-style-type: none"> <li>• To maintain appropriate records and to provide relevant accurate and up-to-date information for SIMS, registers, etc.</li> <li>• To complete the relevant documentation/online records to assist in the tracking of pupils</li> <li>• To track pupil progress and use information to inform teaching and learning</li> <li>• To ensure the security and confidentiality of all such information</li> </ul>
<b>Communications</b>	<ul style="list-style-type: none"> <li>• To communicate effectively with the parents of pupils as appropriate</li> <li>• Where appropriate, to communicate and co-operate with persons or bodies outside the school</li> <li>• To follow agreed policies for communications in the school</li> </ul>
<b>Marketing and liaison</b>	<ul style="list-style-type: none"> <li>• To take part in marketing and liaison activities such as Open Evenings, Parents' Evenings, Review Days and liaison events with partner schools</li> <li>• To contribute to the development of effective subject links with external agencies</li> </ul>
<b>Management of resources</b>	<ul style="list-style-type: none"> <li>• To contribute to the process of the ordering and allocation of equipment and materials</li> <li>• To assist the Head of Department to identify resource needs and to contribute to the efficient/effective use of physical resources.</li> <li>• To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the School, department and the pupils</li> </ul>
<b>Pastoral care</b>	<ul style="list-style-type: none"> <li>• To take responsibility for a group of pupils whether as mentor or co-mentor</li> <li>• To play a full part in ensuring that there is a calm, orderly environment in and outside the classroom</li> <li>• To promote the general progress and well-being of individual pupils and class groups as a whole</li> <li>• To treat all pupils with respect</li> </ul>
<b>Teaching</b>	<ul style="list-style-type: none"> <li>• To undertake a designated programme of teaching</li> <li>• To ensure a high-quality learning experience for pupils which meets internal and external quality standards</li> <li>• To teach pupils according to their educational needs, including the setting and marking of work carried out by the pupil in school and elsewhere</li> <li>• To assess, record and report on the attendance, progress, development and attainment of pupils and to keep such records as are required</li> <li>• To provide, or contribute to, oral and written assessments, reports and references relating to individual pupils and groups of pupils</li> <li>• To ensure that Literacy, Numeracy and school subject specialisms are reflected in the teaching/learning experience of pupils</li> <li>• To ensure that pupils have the opportunity to further their experience of ICT within the subject area and to assess their competence and progress with this skill set</li> <li>• To prepare and update subject materials</li> <li>• To use a variety of delivery methods which stimulate learning appropriate to pupil needs and demands of the syllabus</li> <li>• To maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework</li> <li>• To undertake assessment of pupils as requested by external examination bodies, departmental and school procedures</li> </ul>

	<ul style="list-style-type: none"> <li>• To mark, grade and give written/verbal and diagnostic feedback as required</li> <li>• To contribute to the development, promotion and active use of the school's learning platform</li> </ul>
<b>Other specific duties</b>	<ul style="list-style-type: none"> <li>• To be aware of and comply with policies and procedures related to child protection and safeguarding, health and safety, security, confidentiality and data protection, reporting all concerns to the appropriate person, and attend compulsory safeguarding training as a priority of your role</li> <li>• To undertake duties according to the rota and discharge the responsibility proactively</li> <li>• To contribute to good order across the College by responding proactively where there is a cause for concern</li> <li>• To play a full part in the life of the school community</li> <li>• To support its aims and values and to encourage staff and pupils to follow this example</li> <li>• To promote actively the school's policies</li> <li>• To attend staff briefings</li> <li>• To continue personal development as agreed</li> <li>• To undertake any other duty as specified by STPCD not mentioned in the above</li> </ul>

## Health & Safety

All employees have general health and safety responsibilities both under criminal and civil law. Staff must be aware that they are obliged to take care of their own safety and health whilst at work along with that of others who may be affected by their actions (Section 7 Health and Safety at Work Act 1974).

## Modern Foreign Languages Teacher – Person Specification

<b>Experience</b>	Recent experience of teaching French and Spanish at KS3	Essential
	Recent experience of teaching French and/or Spanish to at least GCSE or equivalent level	Essential
	Recent experience of teaching German to at least GCSE or equivalent level	Desirable
	Experience of involvement in extra-curricular activities such as residential trips and visits abroad	Desirable
	Evidence of the successful use of ICT within teaching and learning	Essential
	Evidence of ability to develop positive and effective relationships with pupils, staff, governors, parents/carers and other stakeholders	Essential
<b>Skills, Knowledge and Aptitudes</b>	An excellent communicator who is able to work effectively with pupils, parents, colleagues and outside agencies	Essential
	Good or outstanding classroom practitioner with evidence of setting appropriate expectations to advance learning and engage and motivate pupils	Essential
	Ability to establish productive working relationships and work well in a team	Essential
	Excellent subject knowledge and awareness of best practice in MFL teaching, including effective use of AfL	Essential
	An excellent communicator, both orally and in writing	Essential
	Commitment to equality of opportunity and high aspirations for the achievement of all pupils, including those coming from disadvantaged backgrounds	Essential
	Evidence of a commitment to the safeguarding of all young people	Essential
	An awareness of new technologies, their use and impact	Desirable
	Excellent teaching, pastoral and behaviour management skills leading to evidence of excellent pupil outcomes	Essential
	Excellent use of AfL strategies in teaching and learning within the classroom	Essential
	A personal commitment to the continuing development of teaching skills in order to have a positive impact on pupil outcomes	Essential
<b>Qualifications and Training</b>	Good honours degree in a modern foreign language	Essential
	PGCE or recognised teaching qualification	Essential
	Qualified Teacher Status (or pending for ECT applicants)	Essential
	GCSE grade C+/4+ or equivalent in Maths and English	Essential



<b>Personal Attributes</b>	Enthusiasm, energy and personal dynamism	Essential
	Approachable, friendly and patient	Essential
	Good sense of humour	Desirable
	Able to prioritise and meet deadlines	Essential
	A liking and respect for young people	Essential
	Appropriate professional relationship with colleagues, parents and children	Essential
	High level of integrity, honesty and fairness	Essential
	Demonstrates personal enthusiasm for the learning process	Essential




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## Anglian Learning

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Email: [hr@anglianlearning.org](mailto:hr@anglianlearning.org)

Website: [www.anglianlearning.org](http://www.anglianlearning.org)

