



MONK'S WALK **SCHOOL**

Teacher of French for January 2022 (maternity cover)

Candidate Information Pack



'Excellence for All'

Introduction

We are seeking to appoint an enthusiastic and well-qualified teacher of Modern Foreign Languages from January 2022 to cover a maternity leave. This is a part-time 0.4 post.

Closing date for applications: **noon on Wednesday 6 October 2021**

Key facts about Monk's Walk School

All Ability

For students aged 11-18 of all abilities

Popular and oversubscribed

690 applications for 236 places in Y7. 96% of parents say they would recommend the school (Parent survey June 2021)

Strong ethos

Inclusive ethos with focus on mutual respect and good behaviour. We aim for our students to be co-operative, courteous and kind.

Academically successful

Great outcomes at both GCSE and A Level

Broad Curriculum

24 courses delivered at GCSE and 26 at A Level

Broad extra-curricular programme

A wide programme of activities, trips and visits

Popular sixth form

252 in the sixth form and a member of the Welwyn Hatfield consortium

Strong focus on wellbeing

For both staff and students. 98% of staff say they enjoy working at MWS (Staff Survey July 2021)

Strong focus on staff development

We are committed to staff development including Initial Teacher and Early Career Framework training.

Our school

The following information reflects the school when not in a pandemic. 2019 exam results are given as an illustration rather than the centre assessed grades awarded in 2020 and 2021.

We are a mixed school of about 1,380 11-18 year old students in Welwyn Garden City, a Hertfordshire new town on the outskirts of London. Transport links are superb – direct rail links to London in less than 30 minutes; M1, A1(M), M11 and M25 all minutes away. WGC is a pleasant place to live – it even has John Lewis! The school is situated in a greenbelt area in the prosperous northwest corner of the city. Our grounds are magnificent and the view from the school is lovely. In September 2020 we opened a new teaching block to replace one of the more rundown ones.

Monk's Walk is a genuinely comprehensive school, although the intake profile is changing – the prior attainment of students coming into the school is rising. The number of students with learning challenges is below the national average, with 11.6% supported at school action plus or with an Education and Healthcare Plan (EHCP). Our support for students with SEND is a real strength of the school.

We have a small number of blind or partially sighted students who receive specialist support. We also work very closely with Knightsfield School, a special school for deaf children on our campus.



Parental confidence in the school is high; there were 690 applications for 236 places in Year 7 for September 2021, with 200 of those as first preference. Each year we hear appeals for students wishing to join the school.

The school has an extremely effective behaviour policy and in general behaviour is very good indeed. Our students want to learn and our parents are, on the whole, extremely supportive. Our aim is for our students to be co-operative, courteous and kind. Attendance is high.

There is a genuine 'buzz' around the school and we have a very strong reputation in the city. In February 2018, the school was judged once again by Ofsted to be 'good' - please read the inspection letter which can be found on our website (or on Ofsted's) should you wish to apply. We were really pleased with the comments made by inspectors.

GCSE exam results in 2019 were strong. In the basics, 47% of students gained a strong pass in English and maths and 76% a standard pass. This puts us well above the national average. Our attainment 8 was 52.5 and progress 8 +0.11.

In terms of progress, disadvantaged and SEN students do better in the school than they do nationally. BME students attain very well and have good progress, as do each of the ability groups. Girls' and boys' attainment until 2019 had been exactly the same, in 2019 boys fell behind a bit so we are working on that. We pride ourselves on the fact that Monk's Walk is an inclusive school.

The school has about 252 in the sixth form and this is the largest sixth form the school has ever had. We are also a member of a consortium with four other schools which provides a wide range of opportunities for students. Monk's Walk has the largest sixth form of the five schools and currently 74 guest students in Year 12 and 65 in Year 13 take courses at Monk's Walk. We concentrate on providing A Level only, with decent numbers of students studying the facilitating subjects. Vocational programmes can be taken at Oaklands College or in other consortium schools. We teach both A Level French and Spanish at Monk's Walk.

Sixth form results are good and improving, but our ambition is for them to be even better. In 2019 our average point score per entry was 34.09, above national. We are very proud of the destinations of our sixth form students, with all students who applied making it to their first or second choice university, high quality apprenticeship or employment. Students access a range of universities, including six to Cambridge in 2021.



We do not pursue academic achievement at the expense of the wider development of the individual, however. Form tutors, heads of year and heads of house all have important roles in the social, personal and academic support of individuals. Our house system is strong, providing a range of all-ability competitions and activities for mixed age groups. Recently we have become the first school in the country to have a recycling machine with the credit going as house points. All members of staff are allocated a house, except me who has to try to stay impartial of course.

Despite being a linguist myself (French and German) I do not believe in the EBacc. However we always focus on the uptake of modern languages which stands at about 45% in key stage 4. We have introduced A Level languages, taught at the school, since I became head here.

Unfortunately, some schools are making cuts in creative subjects such as Art, Music, Drama and PE and even some DT specialisms. At Monk's Walk, these subjects are strong as we see these areas providing important learning opportunities for our students. All of these subjects are running at GCSE and A Level.

We have a full orchestra (as well as other musical groups), thriving Art, Music, PE and Sport and an outstanding Drama department. Members of other departments involve themselves in extra-curricular activities in Music, Sport and Drama.

Knightsfield School (a special school for deaf children) is co-located with Monk's Walk School. We have an outstanding partnership arrangement; at key stage 3 Knightsfield students join classes in Art. A few students are also integrated into GCSE groups. Knightsfield students

join ours for lunch every day in our canteen in B Block. One of our music teachers teaches at the school. If you join the school, you will be given deaf-awareness training as part of your induction.

The school became an academy in September 2012. The decision to convert was purely pragmatic and trustees have no intention to make changes to teachers' pay and conditions beyond those made as part of national agreements.

Induction, training and continuing professional development have a very high priority in the school. All new members of staff take part in a comprehensive induction programme on joining the school. We have a proven track record in training teachers and we have both School Direct and PGCE trainees. We take an active part in the Alban Teaching School Alliance.

All staff are supported by a broad programme of continuing training and development. Individual staff are supported on programmes of further study/professional qualifications. The school runs a well-developed performance management system. All staff are actively supported to achieve their individual targets.

Safeguarding at Monk's Walk

Safeguarding at Monk's Walk takes precedence over any other activity in the school. It's vitally important to us that students feel safe in school so they can learn and thrive. As part of the recruitment process, we will ask about safeguarding students and obviously questions about candidates' suitability to act as tutor. References will be sought and an enhanced criminal records check will be undertaken for this position.

The MFL department

Currently there are six members of the department and all teachers can deliver more than one language. French and Spanish are taught. Ideally, our new teacher will be able to offer both Spanish and French, with the possibility of teaching one language to A Level. The MFL department is an enthusiastic, hardworking team, always looking for ways to improve the teaching and to raise students' levels of achievement. Visits abroad (e.g. Paris trip, French Exchange, visit to Madrid) are organised, as are other events which raise the profile of Modern Languages. We have successfully run the Foreign Language Leaders' programme over the last few years which has established strong language links with local primary schools. This department benefits from the services of Languages Assistants.

Modern Languages are optional for all students at key stage 4 and they are always a popular choice at this school. In total, 84 students (of a year group of 210) took Languages to GCSE in 2020. As a linguist myself, I am keen to see further uptake for languages at GCSE. We use the Edexcel GCSE examination board. Results in both Spanish and French are very good indeed.

Languages are offered at A Level within the Welwyn Garden City 16-19 Consortium, and both French and Spanish are taught at Monk's Walk School currently. Spanish is particularly popular and over half of last year's A Level Spanish cohort went on to study Spanish at university, including one student who will be doing French and Spanish.

The Modern Languages Department has its own suite of rooms and is well equipped with access to high quality electronic resources. The team regularly share resources, and support each other in the aspiration to deliver outstanding and engaging lessons at all times.

Job description

Post Title: Teacher of French, maternity leave cover from January 2022 to December 2022. 0.4
Job Grade: Teachers' Pay Scale
Responsible to: Head of Modern Languages, Nicola Kleanthous.

Job Purpose

- To ensure that students fulfil their potential in the classes you teach
- To support the school in keeping all students safe
- To oversee pastoral care and support the progress of your tutor group
- To contribute to the effectiveness of the teams in which you work (departmental, year group, house)
- To support the school's aim of providing an enjoyable educational experience for its students.

PRINCIPAL ACCOUNTABILITIES:

Planning, Teaching and Class Management

- To prepare and teach lessons of a high standard so your students make expected or above expected progress
- To follow designated programmes of study
- To set prep in line with school and departmental policy
- To ensure that your students' behaviour is conducive to learning.

Monitoring, Assessment, Recording, Reporting

- To follow designated programmes of study, carry out all assessments and marking, recording, reporting and target setting in line with departmental and school policy.

Pastoral Duties

- At all times ensure that your students are subscribing to school policies in terms of behaviour, appearance, academic work and social interaction and follow the guidelines given in the staff handbook if any pupil is infringing these policies
- To adhere to the school's requirements on safeguarding at all times.

Other Professional Requirements

- Work as a team member within the department, sharing ideas and resources and asking for guidance and help from fellow teachers when necessary
- Participate in all CPD activities that will improve your professional performance
- Take part in the school's appraisal process and enter into a professional discussion with your line manager about your strengths as a teacher and any areas which are in need of improvement
- Address any areas of weaker performance, taking advice from your line manager and actively engaging in any actions that might be suggested
- To maintain, at all times, the reputation of this great profession and of the school.

Resource Management

- To take a shared responsibility to ensure the accommodation in which teaching takes place is vibrant and conducive to learning
- To ensure that all department resources used are kept in good order and any defects are quickly reported to the Head of Department.

This job description sets out the duties of the post at the time it was drawn up. The Headteacher may vary the duties from time to time without changing their general character or the level of responsibility entailed.

This post is classed as having a high degree of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. A Disclosure and Barring service check will be sought as part of the school's pre-employment checks. If you are invited to an interview, you will receive more information.

Person specification

1. Educational Qualifications

- Honours Degree in languages or related subject
- DfE recognised Qualified Teacher Status
- Higher Degree (D)

2. Professional Experience

- Ability to teach across all three key stages (D)
- Proven track record in raising standards of student achievement
- Experience of constructive co-operation with parents
- Successful training in secondary age range
- A portfolio of training and continuing professional development

3. Professional Knowledge and Understanding

The successful applicant will need to demonstrate knowledge and understanding of:

- Safeguarding students
- Effective practice and approaches to teaching, learning and assessment
- Current educational trends and thinking
- Current developments in teaching subject
- Effective use of ICT in teaching
- Strategies for motivating and inspiring students and managing student behaviour

4. Personal Qualities and Skills

Ideally, we are looking for someone who:

- Can work as part of a team
- Is resilient
- Is sympathetic to the pastoral needs of students
- Is abundantly energetic, creative and enthusiastic
- Is co-operative, flexible and responsible
- Is reliable, well organised and committed to high standards
- Is able to contribute to the staff community
- Is committed to improving and enlivening the environment of the classroom and the school
- Is patient, optimistic and has a fantastic sense of humour
- Has a life outside of school.

That's all!

(D = desirable, all other essential)

Monk's Walk is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Your role in our future

Monk's Walk School is a thriving, vibrant, learning community where our aim is to bring the best out of everyone. It is a very good school with the ambition and plans to be even better.

We are not complacent though – we are not there yet! We realise that we still have areas that require further development. We set ourselves high standards and ambitious targets to enable us to reach our goal.

I hope this information has given you a flavour of our school. Please read the Ofsted report and visit our website and Facebook page – Monk's Walk School Official - for more information. If you feel you can contribute to the high standards of teaching and learning in MFL and would like to join us, then please apply. I am looking for someone who can, or who has the potential, to teach really effective MFL lessons.

If you would like to talk about the post in a bit more detail before applying, please contact Ben Farlow; Ben is Assistant Headteacher and is the senior leader with line management responsibility for MFL. His e-mail address is BeFarlo@monkswalk.herts.sch.uk.

How to apply

I really hope the information we have provided makes you want to apply to join us.

Please apply, using the application form on our website. You should also write a letter of application. In your letter of application, please can you explain how you demonstrate that you fulfil the requirements of points 2, 3 and 4 on the person specification (page 7 in this pack). Shortlisted candidates are likely to be able to show how their work has impacted on students' achievements, experiences or attitudes – all in about 2 sides of A4! I am interested in appointing someone who is, or has the potential to be, a highly effective practitioner.

The deadline for us to receive your application is noon on **Wednesday 6 October 2021**. Please e-mail your application to: recruitment@monkswalk.herts.sch.uk, marked for my attention.

What happens next

We will shortlist for this post and then we will contact shortlisted candidates by telephone or e-mail to invite them for interview. We will ask referees of shortlisted candidates to complete our reference form, a copy of which can be found on our website for your reference.

We look forward to hearing from you.

Kate Smith
Headteacher
September 2021