



**'Let us be United by Knowledge'**



**Teacher of French  
Information Pack**



## **‘Let us be United by Knowledge’**

Please find enclosed:

- Letter from the Headteacher
- Reasons to join Mercia School
- The Role
- Job Description
- Person Specification
- Mercia Learning Trust
- How to Apply





Dear Applicant,

Thank you for your interest in our vacancy for a French teacher. This is a unique opportunity for an able, committed, and ambitious professional to join our exceptional school and support us on the next phase of our exciting journey.

Mercia School opened in September 2018 and has grown incrementally each year since then. It now has pupils in years 7-11, will publish its first GCSE results this summer and will open its Collegiate Sixth Form in September 2023.

The school has secured a strong reputation for educational excellence. It has been the most over-subscribed school in the city during the last three years. In February 2023 Ofsted inspected the school and graded all aspects of provision and its overall effectiveness to be outstanding.

As we continue to grow, it is crucial that we sustain our culture and effectiveness, and this role is central to our continued success.

What is Mercia School like?

Mercia is a traditional school, with aspects of its approach and practice like other highly effective schools across the country. We believe in the following:

1. All pupils deserve an exceptional education.
2. Extremely high and explicit expectations of everyone.
3. Consistency and predictability.
4. A longer school day, family lunch and silent corridors.
5. Exemplary pupil conduct and behaviour.
6. Delivery of an ambitious, carefully considered, skilfully sequenced knowledge-rich curriculum, expertly delivered by teachers to all pupils.
7. A coherent and fully accessible enrichment offer for all pupils.
8. The development of character so that pupils are kind and work hard every day.
9. Exceptional pupil outcomes and the development of pupils as rounded and ambitious citizens.
10. Education as the vehicle to drive social mobility.

Our school is a warm and welcoming place where all pupils feel happy and safe and can flourish. Staff are free to teach without distraction and deliver exceptional lessons, and leaders focus persistently on what matters.

Our aim is to provide all pupils, no matter what their background or starting point, with a rich, coherent, and demanding education, facilitated by a longer school day. This ultimately equips and inspires them to progress to university or a high-quality alternative. We care about every pupil and want the absolute best for them. We wish to recruit, develop, and retain the best staff, and have a strong commitment to reduce workload for Teachers.

**Mr Dean F Webster**

**Headteacher**





### Reasons to join Mercia School:

1. **Outstanding School** - Mercia is one of a small number of schools that is graded as outstanding. You will have access to sector-leading practice.
2. **Team** - You will join an ambitious, talented and positive team of leaders and staff.
3. **Support** - Leaders and teachers have fantastic initial and on-going support to fulfil their roles. Senior Leaders work hard to support teachers and ensure their time is protected.
4. **Exceptional behaviour** - Pupils at Mercia behave impeccably. We believe teachers should be able to teach and pupils should have an appetite to learn. Our centralised and consistent behaviour systems improve wellbeing for all.
5. **Workload** - We remove all unnecessary tasks that take time away from supporting pupil learning. We have reduced data and administration tasks. Teachers have lower contact ratios compared to most schools, so they have more time to prepare great lessons. Teacher time is focussed on teaching and supporting pupils throughout the day.
6. **Time** - We have a longer school day which is designed to support pupils and staff. Within this time all pupils receive great lessons, access a full enrichment programme and undertake homework in assisted 'self -study'. This is especially beneficial to disadvantaged pupils. All staff tasks, teaching, curriculum planning, CPD and meetings are timetabled within the school day or training days. Staff do not take work home to complete. Senior Leaders manage all other aspects of school.
7. **High retention** - Staff retention is high as staff are happy and proud of their school. They have a good work life balance and have a sense of belonging. We are all driven and motivated by our mission.
8. **Family dining** - Family dining is special. We all eat together as a family and collectively show gratitude to our community. Teachers are catered for free of charge.
9. **Enrichment** - Teachers teach and lead pupils in their areas of interest or expertise outside of the 'normal' curriculum. Teachers offer sport, STEM, music, drama, the arts and much more. Strong relationships are built and forged in these moments.
10. **Pupils and Parents** - Our pupils and parents are incredible and they offer us lots of support. The appointed leader will work hard to maintain strong relationships in our community.
11. **Mercia Learning Trust** - The school is part of the local and successful six school 2-18+ cross-phase partnership of Mercia Learning Trust (MLT). MLT is one of the most successful MATs in the region and you will enjoy the many benefits and advantages of being part of this.

# Teacher of French



**Start Date: 1st September 2023**

Mercia School (11-18) opened in 2018 in a brand-new purpose-built building. Leaders and governors have an ambitious vision for the school and are determined that all pupils, irrespective of background will thrive and achieve well.

The school has secured a strong reputation for educational excellence and has been the most over-subscribed school in the city during the last three years. In February 2023 Ofsted inspected the school and graded all aspects of provision and its overall effectiveness to be outstanding. It will publish its first GCSE results this summer and will open its Collegiate Sixth Form in September 2023.

As the school continues to grow, it is crucial that we sustain our culture and effectiveness, and this role is central to our continued success.

## **The role**

We are seeking a highly skilled and talented French subject specialist. You will join an exceedingly strong department and contribute to the on-going development and refinement of the curriculum and teaching. You will be committed to continuous improvement and strive to be the best teacher you can be. As such you will deliver exceptional lessons and secure outstanding learning, progress, and attainment for every pupil.

At Mercia School, French lessons are:

1. Based on a carefully constructed, sequenced and ambitious curriculum.
2. Demanding and carefully planned so that all pupils make strong progress and secure necessary disciplinary knowledge.
3. Taught in a traditional way that gives pupils time to practice and master content.
4. Focused on learning, retention and strong foundations, and preparation and readiness for GCSE and A Level study.
5. Always delivered to pupils who have exceptional behaviours and attitudes for learning, and in lessons without distraction.

All teachers contribute to the pupil elective and enrichment programme and are expected to engage in all aspects of school life.

We provide a strong commitment to reduce workload for teachers. Within our longer day and training days, staff have dedicated time to complete all essential tasks and professional development. We do what we can to ensure teachers have the time and energy to teach, and they leave school at the end of the day without further work to undertake.

This is also a unique opportunity to join one of the best schools in the country and make a difference to the life chances of its pupils.

# Job Description



<b>Post Title:</b>	<b>Teacher (French)</b>
<b>Salary:</b>	<b>Main Pay Scale</b>
<b>Responsible to:</b>	<b>Headteacher and Head of French</b>
<b>Responsible for:</b>	<b>N/A</b>

The post holder must always carry out their responsibilities within the spirit of Mercia Learning Trust and School policies and within the legislative framework applicable to academies.

<b>Purpose of the role:</b>	<ul style="list-style-type: none"> <li>• Teach designated pupils as directed, and undertake all tasks related to this.</li> <li>• Undertake additional pastoral and administrative duties and responsibilities, having full regard for the school's ethos, vision, and policy.</li> </ul>
<b>Employment Duties</b>	
<b>To be performed in accordance with the provisions of the School Teachers Pay and Conditions document and within the range of teachers' duties set out in that document (Part XII of the Teachers Pay and Conditions Document)</b>	
<b>Key responsibilities</b>	<ul style="list-style-type: none"> <li>• Help deliver the vision of Mercia School and promote its ethos and culture.</li> <li>• Work cooperatively and constructively with the whole staff and subject team.</li> <li>• Support the Head of French Studies in designing, developing, and refining the curriculum so that it is challenging, appropriate and inspiring for every pupil. That it is knowledge rich and focused on mastery.</li> <li>• Follow the Mercia School Teaching and Learning policy (traditional and didactic) and consistently deliver exceptional lessons to all pupils and groups as directed.</li> <li>• Following policy, ensure consistently high standards and expectations in lessons so that pupil engagement, attitudes to learning, productivity and learning is exceptional.</li> <li>• Monitor and assess pupil progress in line with school and subject policy.</li> <li>• Report to others, including parents and carers, in line with policy.</li> <li>• Follow all safeguarding policy and practice.</li> </ul>
<b>Class teacher duties</b>	<p>With the Head of French (and others):</p> <ul style="list-style-type: none"> <li>• Constantly review and refine the impact of the French curriculum to secure continuous improvement.</li> <li>• Contribute to the development of departmental documentation including appropriate schemes of work detailing content, resources, and assessments.</li> <li>• Ensure units of work and lesson plans are carefully sequenced and appropriately resourced to meet the needs of all pupils.</li> <li>• Deliver exceptional lessons that meet the needs of all pupils.</li> <li>• Following policy, ensure consistently high standards and expectations in lessons so that pupil engagement, attitudes to learning, productivity and learning is exceptional.</li> <li>• Prepare pupils for GCSE and A Level examination.</li> <li>• Engage in regular assessment and review of pupil progress and attainment and react to findings accordingly.</li> <li>• Ensure the provision of a safe and secure learning environment.</li> <li>• Liaise with the Head of French regarding work, behaviour, attendance, or other issues involving individual pupils.</li> </ul>

	<ul style="list-style-type: none"> <li>• Contribute to regular departmental meetings.</li> <li>• Participate in regular quality assurance, including reciprocal observations, and performance management processes.</li> <li>• Observe and keep abreast of best practice elsewhere as directed.</li> <li>• Create and sustain external partnerships and networks as appropriate.</li> </ul>
<b>General / Other</b>	<ul style="list-style-type: none"> <li>• With others, ensure that all communication and consultation relating to the French department is appropriate.</li> <li>• Promote the French Studies department and school within the trust, city and elsewhere.</li> <li>• Take part in activities and events as directed.</li> <li>• Induct new members of staff as directed by the Head of French Studies. Where appropriate act as a mentor to ECTs/Teach First in line with school policy under the direction of the Deputy Headteacher.</li> <li>• If possible, become a subject examiner at GCSE or A Level.</li> <li>• Fulfil all other teaching and pastoral duties as directed and in line with school policy, including: <ul style="list-style-type: none"> <li>▪ Cover lessons as directed.</li> <li>▪ Family Lunch every day with pupils.</li> <li>▪ Mastery Tutoring.</li> <li>▪ The House system.</li> <li>▪ The elective programme.</li> <li>▪ Daily duties.</li> </ul> </li> <li>• Take part in professional development.</li> <li>• Any other delegated roles as directed by the Headteacher.</li> </ul>
<b>Trust values</b>	<ul style="list-style-type: none"> <li>• Contribute to the overall development of Mercia Learning Trust to ensure it operates because of shared and collective responsibility.</li> <li>• Contribute to the overall ethos, work and aims of Mercia Learning Trust.</li> <li>• All schools in Mercia Learning Trust are committed to safeguarding and promoting the welfare of children and young people. Therefore, all employees are expected to share this commitment.</li> <li>• Contribute to trust partnership activities to drive school and trust improvement.</li> <li>• Be aware of the school's duty of care in relation to staff, students and visitors and to always comply with all health and safety policies.</li> <li>• Be aware of and comply with the codes of conduct, regulations and policies of the school and its commitment to equal opportunities.</li> <li>• All the above duties and responsibilities to be carried out in accordance with policies adopted by the Trust and School Local Governing Body and current legislation with an emphasis on Customer Care, Equal Opportunities, Data Protection and Health and Safety.</li> </ul> <p>This job description is current at the date as shown, but in conjunction with the post holder, may be changed by the Headteacher to reflect or anticipate changes in the role which are commensurate with the grade and job title.</p>

# Person Specification



<b>Post Title:</b>	<b>Teacher (French)</b>
<b>Salary:</b>	<b>Main Pay Scale</b>
<b>Responsible to:</b>	<b>Headteacher and Head of French</b>
<b>Responsible for:</b>	<b>N/A</b>

Specification	Essential	Desirable	Evidence
<b>Qualifications and Training</b>	<ul style="list-style-type: none"> <li>Degree in French Studies or an equivalent (2:1 degree as a minimum is desirable).</li> <li>Qualified teacher status is essential – suitable for NQTs.</li> </ul>	<ul style="list-style-type: none"> <li>Relevant professional development relating to knowledge-based curriculum.</li> </ul>	Application Form, References and Interview
<b>Skills and Knowledge</b>	<ul style="list-style-type: none"> <li>Highly effective Communication skills.</li> <li>Able to use / learn and adopt traditional pedagogical approaches.</li> <li>Fulfil and willing to develop further all Teacher Standards.</li> </ul>		Application Form, References and Interview
<b>Experience</b>	<ul style="list-style-type: none"> <li>Exceptional subject knowledge.</li> <li>Full knowledge of the National Curriculum.</li> <li>Teaching French to a full range of age and ability within a secondary school.</li> <li>Experience / knowledge of current initiatives relating to achievement and inclusion.</li> <li>Track record as a successful classroom practitioner (Ofsted criteria) across the secondary school age and ability range.</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of relevant GCSE or A Level syllabus and assessment.</li> <li>Exam Board Examiner.</li> <li>A level teaching.</li> <li>Evidence of strong pupil outcomes &amp; examination success (Most especially for disadvantaged / vulnerable pupils).</li> </ul>	Application Form, References and Interview



<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>▪ Reliability and integrity.</li> <li>▪ Well organised.</li> <li>▪ Ability to take initiative, lead, motivate and inspire.</li> <li>▪ Ambitious for self and others, and commitment to improvement and raising standards.</li> <li>▪ Resilient and optimistic.</li> <li>▪ Sense of humour and perspective.</li> <li>▪ Hard working and committed.</li> <li>▪ Adaptable and reflective.</li> </ul>		Application Form, References and Interview
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### **What is Mercia Learning Trust?**

The school is part of the local and successful six school 2-18+ cross-phase partnership of Mercia Learning Trust (MLT). MLT was formed in 2012 and has established itself as one of the most successful MATs in the region. Currently we support nearly 5000 pupils and employ over 650 staff.

Each school has its own unique identity. However, all share the same mission to ensure that *every child* receives an exceptional education. We know that this is a child's passport to a better future, and we take this responsibility very seriously.

### **What are the benefits of working for MLT**

An opportunity to:

1. Work in an exceptional sector leading trust with six great and different schools.
2. Work alongside and in partnership with talented colleagues in other schools and different phases who have a wealth of best practice to share.
3. Support exceptionally ambitious, hardworking, and well-behaved pupils.
4. Receive rigorous induction and on-going, tailored coaching and exceptional professional development.
5. Accelerated career progression and opportunity.
6. Be supported by an exceptional central improvement team.
7. Be supported by an exceptional business management team who ensure all aspects of finance and business functions effectively operate each day.
8. Work in an exceptional learning environment which is maintained to an exceedingly high standard.
9. Work for an organisation that cares deeply about its staff, their development, progression, retention, and well-being.



## How to apply



Details about the role can be found in the Information Pack alongside the application form. Information about the school (including videos from staff and children) and Trust can be found on our website [www.merciatrust.co.uk](http://www.merciatrust.co.uk). The recent Ofsted Inspection Report can be found [here](#).

Please contact the school directly if you wish to arrange a visit [gdarlow@merciaschool.com](mailto:gdarlow@merciaschool.com)

**Completed applications should be submitted to the Central Recruitment team at [recruitment@merciatrust.co.uk](mailto:recruitment@merciatrust.co.uk) by 9am on Friday 9th June 2023.**

Mercia School and Mercia Learning Trust are committed to safeguarding and promoting the welfare of pupils and expects all staff and volunteers to share this commitment. Successful candidates will need to undertake Enhanced Disclosure via the DBS and / or provide police checks from other countries, where appropriate.

Mercia Trust is an equal opportunities employer. We value our diverse workforce and aim to work together to make the most of our differences. We welcome applications from everyone. Under the Disability Confident Scheme, disabled applicants, who meet the essential criteria of this job, are guaranteed an interview.

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