**INFORMATION PACK**  
**Teacher of French and German**

Part time (0.8 FTE) and Permanent

Required from 1 September 2024

**Overview of the Role**

A well-qualified and enthusiastic teacher of French and German is required to join our large and highly successful Modern Foreign Languages Department. The successful candidate will be expected to be able to teach French and/or German up to GCSE and both to key stage 3. For a suitably qualified candidate, there is also an opportunity to teach either A level French or German.

**The full job description and person specification are at the end of this pack.**

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**Bright Futures Educational Trust**

Bright Futures Educational Trust (The Trust) is a multi-academy trust set up in 2011. The Trust is made up of a richly diverse group of schools in Greater Manchester and Blackpool. We are passionate about working together within and beyond the Trust to achieve our aspirational vision: the best *for* everyone, the best *from* everyone. We are an organisation that is underpinned by values of: **community, integrity, and passion**. In everything we do, we remember that we are accountable to the children, families, and communities that we serve.A group of logos on a white background

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Our schools have their own identities, form one organisation and have one employer, Bright Futures Educational Trust. Bright Futures’ Board of Trustees maintains strategic oversight of the Trust and delegates some of its responsibilities to the Executive Team, Heads of School and local governing bodies. We place a high value on integrity and probity and take seriously our accountabilities for making the best use of public money. How decisions are made is described in our delegation framework. You can find out more about the Trustees and the Executive Team on our website: [About Us - Bright Futures Educational Trust (bright-futures.co.uk)](https://www.bright-futures.co.uk/about-us/)

The central team includes the Executive Team: John Stephens, CEO; Edward Vitalis, Deputy Chief Executive; Gary Handforth, Director of Education; Lisa Fathers, Director of Education & Partnerships; and Lynette Beckett, Director of People & Strategy.

The focus of these roles is to work with schools, providing high quality and timely guidance, leadership, challenge, and support. In addition to the executive team, we have central operations for finance, communications and marketing, HR, educational psychology, and digital technologies. Please see our website brochure which explains our central operations: [Why-Join-Bright-Futures](https://www.bright-futures.co.uk/wp-content/uploads/2023/07/Why-Join-Bright-Futures.pdf)

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Bright Futures Professional Development Institute is another important outward facing component of our organisation. Underneath this umbrella we have several hubs. Bright Futures Training which provides school improvement services and CPD to over 700 schools [Bright Futures Training](http://training.bright-futures.co.uk/), a North West Maths’ Hub [NW1 Maths Hub](http://www.nw1mathshub.co.uk/), providing mathematics training and coaching to 500 schools, and a SCITT (School Centred Initial Teacher Training) [Bright Futures SCITT](https://www.bright-futures.co.uk/development-network/bright-futures-scitt/), which is the largest in the North West. Within the Development Institute, Bright Futures also has two [Teaching School Hubs](https://tsh.bright-futures.co.uk/), serving Manchester, Stockport, Salford, and Trafford. [Bright Futures Send Outreach](https://www.bright-futures.co.uk/bright-futures-send-outreach/) is another service which we provide across the Northwest. We have also been designated as an Early Years Stronger Practice Hub to work across the North West as the [Bright Futures Early Years Hub.](https://brightfuturesedutrust.sharepoint.com/Users/JMoores/Downloads/earlyyears.bright-futures.co.uk)

**Collaboration and strong relationships form one of the ‘commitments’ in our Strategy and all components of the Bright Futures’ family work closely together. Our Strategy was developed collaboratively and can be found on our website:** [**Our Strategy**](http://bfet.co.uk/about-us/our-strategy/)**.**

**Altrincham Grammar School for Girls**

**A picture containing outdoor, tree, plant

Description automatically generated**Altrincham Grammar School for Girls (AGGS) is a highly successful single sex 11 -18 academy in the South Trafford area. AGGS was in the first cohort of schools to be designated a national teaching school in 2011. AGGS is the lead school in ‘The Alliance for Learning’, which comprised schools of every type and phase, plus universities, throughout a wide geographical area. The impact of teaching school activities has been felt within the Trust and far beyond. We have a reputation for excellence regionally and nationally, of which we are very proud.

AGGS is committed to providing equal opportunity in recruitment and employment to all individuals. We will consider candidates without regard to race, ethnicity, gender, religion, sexual orientation and identity, national origin, age, military or veteran status, disability or any other legally protected status; and without discrimination based on socioeconomic, marital, parental or caregiving status, or any of the previously listed characteristics or statuses.

We value the diversity of our staff and reject any form of harassment, discrimination or victimisation. The Bright Futures Educational Trust vision is: ‘the best for everyone, the best from everyone’. To achieve this, we create and maintain a work environment and culture where people from different backgrounds, and with varying lifestyles, interests, opinions and responsibilities, treat each other with dignity and respect. It is a climate in which our staff feel safe and are inspired and motivated to be their best.

Our school is dedicated to sustaining and promoting diversity with respect to recruitment, promotion, training and general treatment during employment. We are actively seeking to extend the diversity of our staff. Furthermore, we welcome candidates who have not had previous experience of working in a grammar school.

We aim to ensure that our recruitment processes set up all candidates for success. At interview our aim is to provide a positive experience. We don’t want to catch anyone out, but rather to provide the opportunity for all candidates to be themselves and show us what they are capable of.

**WHY WORK FOR US?**

****We offer a great opportunity to join an organisation which really lives its values. Our working environment is very inclusive and whilst you can expect to be challenged in your role, you will be supported through professional learning, treated fairly and with dignity and respect. Please see the [Equality,  
Diversity, an Inclusion statement](https://www.bright-futures.co.uk/join-us/job-vacancies/) on our website.

**Terms and Conditions**

**Salary:** School Teachers Terms & Conditions pay range, dependent upon experience, prorataed to 0.8 FTE

**Pension:** Local government pension scheme. Please take a look at the website: Teachers Pension Scheme: https://www.teacherspensions.co.uk/

**Other:** We offer salary sacrifice schemes for purchasing bikes used for travel to work and technology for personal use, through monthly interest free salary deductions.  
We also offer opportunities for professional development.

**For a full explanation of our employment offer please see the booklet on our website:**

[Our-Employment-Terms-November-2022.pdf (bright-futures.co.uk)](https://www.bright-futures.co.uk/wp-content/uploads/2022/11/Our-Employment-Terms-November-2022.pdf)

**How to Apply**

We can only accept completed application forms, rather than CVs. This is because the regulatory guidelines of Keeping Children Safe in Education (2021), require us to check various details of job applicants and an identical application format for each candidate enables us to do this. We use a process that does not identify personal characteristics to the shortlisting panel. This is part of our commitment to equalities and diversity.

**NO AGENCIES PLEASE.**

Our application form is available online, along with the disclosure of criminal background form. The portal link is [HERE](https://bfet.jotform.com/240222991022951). Alternatively, you can click Apply Now on this role via the current vacancies page of our website. Please upload the forms by 9 am on date.

The selection will take place on date. You will be notified after the closing date if you have been shortlisted.

**Keeping Children Safe in Education**

**Bright Futures Educational Trust is committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974; pre-employment checks will be carried out and references will be sought for shortlisted candidates and successful candidates will be subject to an enhanced DBS check and other relevant checks with statutory bodies.**

**Data Privacy**

You can read the details of how we use the personal data that you provide us with in our Job Applicants’ privacy notice on our website: [Applicant Privacy Notice](https://www.bright-futures.co.uk/wp-content/uploads/2021/11/BFET-Applicant-privacy-notice-002.pdf)

**JOB DESCRIPTION**

**Teacher of French and German**

**JOB SUMMARY**

We are looking for a well-qualified and enthusiastic teacher of French and German to join our large and highly successful MFL Department. Altrincham Grammar school for Girls is a lead school for MFL development for Bright Futures Training (formerly the Alliance for Learning). The successful candidate will be expected to be able to teach French and/or German up to GCSE and both to key stage 3. For a suitably qualified candidate, there is also an opportunity to teach either A level French or German.

AGGS has a commitment to all pupils studying at least one MFL to GCSE. All pupils take two languages at KS3, which may be French, German or Spanish. We have language assistants for all three languages. The department is very well resourced with its own suite of MFL rooms. Results at both GCSE and A level are outstanding. In 2023, 84% of all GCSE entries were awarded grades 7-9, and 30% were at the very highest 9 grade. At A level 79% of entries were awarded A\*-B.

**KEY RESPONSIBILITIES AND ACCOUNTABILITIES**

**School-wide Responsibilities**

* Being aware of and acting upon relevant school policies and, in particular, those associated with child protection/safeguarding children and health and safety issues.
* Being responsible for maintaining a clean and tidy environment.
* Attending relevant meetings as required.
* Acting as a role model for the pupils in school.
* Acting as an ambassador for school and ensuring that the school’s high standards are promoted at all times.

**Additional Specific Responsibilities**

* Carry out the duties of a form tutor.
* Support the school in its open evenings and award evenings.
* Support the school in its entrance examination.

**General Duties**

* Carry out a share of supervisory duties in accordance with published schedules. Fulfil the conditions of employment of school teachers as laid down in the Pay and Conditions Document.
* Any other relevant duties requested by the Principal.

**PERSON SPECIFICATION**

| **Category** | **Essential** | **Desirable** | **Method of assessment** |
| --- | --- | --- | --- |
| Qualifications, Education, training | * Degree and teaching qualification in French/German or a related subject. * Recent relevant in-service training. * QTS | * Recent relevant in-service training. | * Application form * Certificates * Interview |
| Relevant Experience | * Successful experience of teaching French/German at GCSE level and both languages at KS3. | * Experience of teaching French/German at A level. * Experience of the role of form tutor. | * Application form * Lesson observation * Interview |
| Knowledge, skills, and abilities | * Ability to teach French/German up to GCSE. * Excellent oral, presentational and written skills. * Ability to exercise effective behaviour management skills and encourage good behaviour. * Ability to work as part of a team. * Excellent ICT skills. * An ability to generate enthusiasm for modern foreign languages and for learning in general. * Knowledge of recent MFL issues and of current resources for MFL teaching. | * Ability to teach French/German up to A level. | * Application form * Lesson observation * Interview * Task |
| Personal Qualities/Other | * Involvement in school working parties or research groups. * Willingness to be involved in extra-curricular activities. * Commitment to pastoral care. * A commitment to maintaining confidentiality and discretion inside and outside school. * Flexibility and a willingness to be involved in change. * A positive approach to challenges, which seeks solutions to problems and addresses difficulties with cheerfulness and good humour. * A commitment to further training and a willingness to participate in relevant CPD. * Willingness for lessons to be observed as part of our school monitoring processes and CPD. |  | * Application form * Lesson observation * Interview |
| Safeguarding | * Commitment to demonstrating a responsibility for safeguarding and promoting the welfare of young people |  | * Application form * Interview |
| Our Values | * Community: Evidence of working together for a common purpose and encouraging diversity * Integrity: Evidence of doing the right things for the right reason * Passion: Evidence of taking personal responsibility, working hard and having high aspirations |  | * Application form * Interview |

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