



Application Pack and Job Description  
Teacher of Languages  
Newton Abbot College



**Teacher of Languages  
Newton Abbot College  
Part time 0.3/0.4 FTE, permanent  
September 2023**

Ivy Education Trust is seeking to appoint an outstanding individual with drive, passion, enthusiasm and ambition to join Newton Abbot College. We have an exciting opportunity for a Teacher of Languages who is an excellent classroom practitioner, deeply committed to improving student outcomes and passionate about teaching and learning to join our growing Languages Department.

We are looking for a classroom practitioner who is inspirational, dedicated and forward-thinking; determined to raise standards in French & Spanish; creative, enthusiastic and committed to active learning; and an excellent team player.

A teacher who can:

- demonstrate excellent planning and organisational skills
- enthuse and motivate all students
- demonstrate incredibly high expectations
- believe that all students are capable of success.
- teach French and/or Spanish to A level

If you think you can make a difference to our students and relish the idea of joining our successful, supportive and highly motivated team in the delivery of an excellent Languages education, then we want to hear from you!

Newton Abbot College is an over-subscribed secondary school with a growing Sixth Form that is situated in the heart of Newton Abbot, Devon. Our mission is to support, challenge and inspire every individual to be better than they ever dreamt they could be. To achieve this staff and students share the same set of values and drivers that underpin an ethos of traditional values and incredibly high expectations and a culture of high-quality teaching supported by exceptional pastoral care. Staff wellbeing and professional development are always a priority and we work hard to look after our staff and provide them with opportunities to develop their practice and, if they wish, further their careers. There is a very strong sense of community and team at Newton Abbot College; everybody looks out for one another and everybody is proud of their role as together we grow our college from strength to strength.

The Ivy Education Trust works closely with all schools within the Trust and beyond. The Ivy Education Trust celebrates the diversity of each of its schools and is founded upon the alignment of vision and values that we all commonly hold to secure the best outcomes for our pupils.

The Ivy Education Trust is committed to providing a broad, balanced and ambitious curriculum in all its schools so all children and young people develop the character and qualifications needed to open doors to their future success. A strong focus on developing and providing inspirational teaching and leadership in all schools, through school-to-school improvement, ensures outstanding progress and educational enjoyment for all members of the partnership's community.

The unique character of each school is celebrated and nurtured to ensure choice and variety in educational provision. The Trust is determined that all children should be able to attend a good or better school regardless of where they live.

Our mission is to improve life chances for every child and young person we serve, through broadening their opportunities and enabling them to reach their full potential. We support and all members of our learning community to dream big, aim high, and achieve more than they ever thought was possible. If you share these visions and aspirations, then we very much welcome your application for this post.

If you have any questions about this post or would like to arrange a visit, please contact Hannah Brown, Languages Subject Team Leader on [hbrown@nacollege.devon.sch.uk](mailto:hbrown@nacollege.devon.sch.uk)

Application forms and further information are available from our website, [www.ivyeducationtrust.co.uk](http://www.ivyeducationtrust.co.uk) or via email to [people@ivyeducationtrust.co.uk](mailto:people@ivyeducationtrust.co.uk)

**Closing date for applications is Monday 17<sup>th</sup> April at 9am. Interviews will be arranged once applications have been shortlisted.**

# Job Description

<b>Job Title:</b>	Teacher of Languages
<b>Location:</b>	Newton Abbot College
<b>Responsible to:</b>	Subject Team Leader: Languages
<b>Salary:</b>	MPS/UPS
<b>Contract:</b>	Permanent. 0.3/0.4 FTE
<b>Start Date:</b>	September 2023

## Key purpose of job:

- In accordance with the college Teachers' Standards, develop and deliver the Languages curriculum across the age and ability range, in accordance with the requirements of a professionally qualified teacher, ensuring high quality teaching and learning with outcomes that meet and exceed projected student progress.

## Expected outcomes:

- Students, regardless of their social or cultural background, are motivated to succeed and make outstanding progress through creative, relevant and innovative teaching and learning

## Main duties:

- Teach Spanish and/or French across the age and ability range from KS3-KS5 in such a way as to challenge and inspire all students, with clear objectives, delivered in line with department schemes of work and college policies.
- Plan and deliver lessons to students according to their educational needs and with reference to prior attainment, SEN and EAL as required, striving to ensure equal opportunities for all and to provide students with the opportunity to achieve their potential.
- Assess, record and report on the development, progress and attainment of students in line with college policies, ensuring that marking and assessment are of consistently high quality and in accordance with the college assessment policy.
- Maintain effective behaviour management in the classroom, using positive behaviour strategies to ensure learner's engagement in the lesson and maintaining the college's high expectations of behaviour for learning within every classroom.
- Monitor the progress and achievement of the students following the course and identify the appropriate intervention strategies for underachieving students.
- Set high expectations for students and develop their behaviour for learning through focused teaching and through the development of positive and productive relationships, utilising the college's behaviour management software to support rewarding and sanctioning students.
- Manage, develop and share resources to enhance teaching of French & Spanish. Main Pay Range/Scale teachers are expected to contribute towards the creation of departmental schemes of work and assessment methodologies from the end of their ECT year (with some experience of doing this within the ECT year).
- To maintain a thorough and up-to-date knowledge of the teaching of your subject(s) and to take account of wider educational developments relevant to your work
- To engage actively in the college's Coaching CPD.
- Contribute to objectives of the curriculum area within the college objectives and take part in an annual review of the subject and curriculum area.
- Take a full role in the pastoral system of the college, by being a tutor and a member of staff well known to the community of students.
- To ensure the effective and efficient deployment of classroom support while working as a member of a designated team and contributing positively to effective working relations within the college
- To attend meetings and undertake break time duties as and when required, within directed time, as appropriate to the role and hours.
- To communicate and discuss students' progress with parents and, where appropriate, to communicate and cooperate with persons or bodies outside the college
- To follow agreed policies for communications in the college

- To take part in marketing activities, such as Open Evenings, Parents' Evenings, review days and liaison events with partner colleges/colleges; and Awards evenings and celebration events; and to contribute to the development of effective subject links with external agencies and partners within the Trust.
- To engage actively in the college's Performance Management review process
- To embrace the continued professional development programme within the college, striving to be a lifelong learner, maximising opportunities to have an impact within your role and to use the outcomes to improve your tutoring and teaching and students' learning
- Be familiar with, fully support and reinforce the aims, ethos, policies and procedures of the college and Trust with students, staff, parents and other stakeholders where and when appropriate.
- To make an active contribution to the development of the college's policies, including Department Improvement Plans and the overall college Improvement Plan and to contribute to the process of college Self-Evaluation taking full account of quality standards and performance criteria
- To supervise/line manage any technician, teaching assistant or temporarily assigned post within their curriculum area, as directed by the Subject Team Leader.

#### **Other Duties**

- All staff must commit to Equal Opportunities and Anti-Discriminatory Practice.
- The Trust operates a Smoke-Free Policy, and the post-holder is prohibited from smoking in any of the Trust buildings, enclosed spaces within the curtilage of buildings, and Trust vehicles.
- To support the achievement of the college's objectives by working proactively with colleagues on projects or activities outside direct area of responsibility as required
- To conduct oneself in a manner befitting a member of staff at all times, ensuring behaviours that display positivity to others.
- To make maximum use of opportunities to generate a culture of celebration and praise amongst the staff and students at the college.
- To follow the college's ICT policy for safe use of ICT
- To be aware of and assume the appropriate level of responsibility for safeguarding and promoting the welfare of children and to report any concerns in accordance with the college's safeguarding policies. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS.
- To place the safeguarding of all children in the college as the highest priority
- To comply with legislation, policies and procedures relating to confidentiality and data protection, reporting any concerns to the appropriate person
- To work in compliance with the codes of conduct, regulations and policies of the college and its commitment to equal opportunities
- To comply with the college's Health & Safety policy and statutory requirements
- To undertake any other additional duties not detailed above as required and as specified in the college Teachers' Pay and Conditions document, as long as they are commensurate with the level of the job.

**This is not an exhaustive list of duties; they may be varied from time to time without changing the general character of the job or the level of responsibility. A high degree of flexibility and adaptability is an important element of this role.**

**This is a description of the role as it is now. We periodically examine employees' job descriptions and update them to ensure that they reflect the job as it is then being performed, or to incorporate any changes being proposed. We aim to reach agreement on reasonable changes, but if agreement is not possible, we reserve the right to insist on changes to your job description after consultation with you.**

# Person Specification

Criteria	Essential	Desirable
<b>Qualifications</b>		
Teaching Qualification	✓	
Good Honours Degree	✓	
Class of Degree 2:2 or higher	✓	
Class of Degree 2:1 or higher		✓
<b>Professional experience and knowledge</b>		
Ability to teach Languages – French & Spanish to GCSE level	✓	
Ability to teach Languages – French & Spanish to A level		✓
<b>Personal aptitudes, qualities and skills</b>		
High expectations of self	✓	
Belief in students' ability to succeed	✓	
Ability to act on advice and be open to coaching	✓	
Dedication and commitment	✓	
Openness to innovation and improving own practice	✓	
Ability to collaborate and work co-operatively	✓	
Commitment to extracurricular activities	✓	
Understanding of diverse teaching and learning styles	✓	
Ability to teach engaging, motivating lessons	✓	
Understanding of assessment for learning	✓	
Ability to set high levels of challenge for students	✓	
Ability to relate well with students, staff and parents	✓	
Understanding of behaviour management techniques and of the relationship between teaching and behaviour	✓	
Understanding of safeguarding issues and promoting the welfare of children and young people	✓	
Suitability to work with children	✓	

Ivy Education Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All employees are expected to undergo Disclosure and Barring and employment checks.

## Modern Languages Department

### Modern Languages at Newton Abbot College

Students study either Spanish or French at the college and as a department, we are very proud of the growth that we have seen in recent years. Newton Abbot College students enjoy their languages lessons and are engaged in their learning, resulting in some fantastic GCSE results. Last year 93% of Spanish and 79% of French students achieved a grade 4+ , exceeding national averages in both subjects. Studying a language at GCSE is rapidly becoming the norm at Newton Abbot College with 70% of our Year 11 and 90% of Year 10 students studying a language.

### Approach

Over recent years we have worked hard to create innovative, engaging and well-sequenced schemes of work in each key stage which provide consistency across teaching groups whilst still offering the flexibility for teachers to put their stamp on their lessons. We always strive to further improve our practice by engaging in current educational conversations and using a research-based approach to our teaching and learning.

Lessons are interactive, dynamic and engaging and when asked recently, Year 11 students had the following things to say about their languages lessons: "I enjoy the learning atmosphere and how the learning techniques are different to other lessons. We do lots of speaking!", "I really like the variety of tasks and ways of learning in my languages lessons. Also the thought of learning about the language and culture of another country is interesting." and "I enjoy my languages lessons because every lesson is different, at no point during my time learning Spanish have I been bored of doing the same thing over and over." I think their words sum up what we are aiming for!

We appreciate that sometimes students find it difficult to see the relevance of languages to their lives in coastal Devon, so we have worked hard to raise the profile of the importance of language study and to be explicit about the varied and exciting careers that knowing a language can lead to.

### The Team

There are currently three full time and three part time members of staff in the team, with a spread of language specialisms, which we always aim to accommodate when assigning classes. We pride ourselves on the consistency of our approach and subject team meetings are held regularly so that we continue to improve the quality of teaching and learning, as well as sharing good practice ideas, and resources. We are excited about recruiting a passionate linguist who will have the same drive for success and further develop teaching, learning and engagement in Modern Languages across all of the key stages.

### Resources and Teaching Rooms

The Department is located in the main college building and has dedicated teaching rooms. All rooms are fitted with digital projectors, whiteboards and visualisers. There are full sets of mini-whiteboards in each classroom. We subscribe to iViva! and Studio! to support our GCSE courses.

### Extra-curricular opportunities

As a department, we understand the importance of immersion and its role in inspiring and engaging students and we have run many successful immersion trips over recent years to Spain and France. Last summer we took over 120 Year 9 and Year 10 students abroad with all members of the department heading off on these trips. We have also run a range of extra-curricular opportunities closer to home including a successful film club and trips to The Languages Show in London.

### Timetable and Curriculum

The College operates a five-period day and has a two week timetable. Year 7 and 8 students study either Spanish or French as part of their Key Stage 3 curriculum. We do not use textbooks at Key Stage 3 and have designed our own bespoke curriculum. The vast majority of students continue with this language to GCSE level. We use AQA as our exam board

A-Level Spanish and A-Level French (AQA) are both offered as part of the Post-16 curriculum.



## Why work at Newton Abbot College? Because we look after our staff.



Fairy Godmother scheme – every member of staff has an anonymous fairy godmother who leaves them messages (cards and/or gifts).



Annual flu jab offered to all staff.



Annual diary/and or planner and staff handbook for all staff to aid planning and induction.



No am briefings after a late-night whole school event.



No after school meetings in the first and last week of each half term.



In-trust career development and leadership courses; support to access the NPQ suite of courses and progression opportunities within the college's leadership structures.



Centralised detention system for non-completion of homework and behaviour that does not meet expectations.



All teaching staff receive weekly incremental coaching as their personalised CPD to develop pedagogy; no whole school one-size-fits-all approach.



Staff social events each term and staff sport sessions/running club.



PowerPoint clicker, visualiser and timer for all teaching staff to facilitate lesson delivery.



Dedicated INSET days following exam and assessment windows to allow for marking, moderation and planning.



Regular safeguarding updates to empower & protect staff.



New staff buddy system: a buddy outside the department to catch up with for support.



Transparent meetings schedule and sacrosanct line management meetings to ensure consistency of experience.



Room 101 – regular opportunities to meet with the Headteacher and talk about things you'd like to change about the college.



Laptop and tablet for teaching staff to allow for administering of ClassCharts without interrupting use of PowerPoint/other software delivering the lesson.



Late start/early finish cards x 2 for every member of staff.



SLT & coaching team open door policy.



College calendar published at the year start detailing deadlines for advance notice.



Centralised department schemes of work and shared resources.



Three cover supervisors employed to minimise rarely cover.



Only three data drops a year per key stage, staggered to ensure drops are manageable and timely.



Cake (and fruit)-at-break Fridays.



Communication strategy that protects time outside of the school day by promoting a 7am-7pm email window, core working hours, individual working patterns and no-email days.



Numerous strategies to value staff contributions e.g. colleague of the month, thank you postcards, shout-outs.

Our mission is to provide all our students with the **best educational experience** we can. We are **driven** by having **high expectations & standards** in all we do; delivering **high quality lessons** that **inspire & engage**; maximising **opportunities & outcomes**; treating all individuals with **care & compassion**; and creating a strong **culture & college community**.