



Fitzharrys School

Abingdon Learning Trust

TEACHER OF MANDARIN
RECRUITMENT PACK

March 2023

About

ABINGDON LEARNING TRUST

From the outset, the creation of Abingdon Learning Trust remains about maximising opportunities for children and young people in our schools so that each individual can thrive, grow and succeed.

Adding value more widely to the communities in which our schools sit is important to us too, and our Trust-wide commitment to achieving a Net Zero position in two generations of students, by 2035, demonstrates one facet of this.

We believe strongly that local school governors and school leaders know their schools best and are therefore in the position to make decisions for their school most effectively, with much responsibility delegated locally by the Trust Board.

We aim to celebrate diversity and promote equality of opportunity for all who learn and work in our schools and Trust; to create a culture and ethos where inclusion, equality and diversity are embraced; where employment and educational opportunities are open to all; and where everyone in the Trust is treated with fairness, dignity and respect.

We are committed to being the employer of choice in the area, and understand that great staff directly help our pupils and students reach their full potential for a happy and successful life.

Our commitment to staff includes our Wellbeing and Workload Charter and investment in CPD at all ages and stages; an additional structure of teacher Professional Pathways, which include strong support for ECTs, NPQs and preparation for the next professional challenge; and a culture that places carbon reduction towards a net zero position by 2035 at its heart.

We believe in investing for all of our futures.

OUR VALUES

QUALITY to create an outstanding learning community, including strong leadership and governance

OPPORTUNITY to provide the best opportunities for all children to reach their full potential

COLLABORATION to support a shared commitment and dedication to learning

AMBITION for continual improvement and to strive for excellence in all we do

COMMUNITY To be an active participant in our community, leading and supporting initiatives for the benefit of all members of society

Further detail can be found on the *Abingdon Learning Trust website*.



JOB DETAILS

POST OF:

AT:

COMMENCEMENT:

CONTRACT TYPE:

SALARY:

Teacher of Mandarin

Fitzharrys School

1 September 2023

Temporary, part time

Mainscale or upper pay scale if post
threshold

Letter from the CHAIR OF LOCAL GOVERNORS

On behalf of the Local Academy Board, I would like to thank you for applying to work at Fitzharrys.

We are extremely proud of what the school has achieved under its current head, Will Speke. If you join the school, you will find a strong sense of common purpose among your colleagues; a commitment to widening the opportunities available for young people; a sense of ambition reflected in the great results that our GCSE and A level students achieve; and, of course, a group of youngsters who embody the school's key values of trust, decency, sincerity and truthfulness.

As governors we are a mixed group, comprising parents, members of the local community, employers and staff: mixed in background, but all united in our support of the school's professional staff and all ambitious to make the school an excellent place to work and an excellent place to be a student.

We believe that our support, and the challenge we provide, are part of what makes Fitzharrys a good school.

We hope you will be inspired to work here and will want to be part of Fitzharrys' journey to becoming an outstanding school. You will receive good support, and opportunities provided for professional development outside the school, without the anonymity that you might experience in a larger trust.

We look forward to your application.



Introduction to FITZHARRYS SCHOOL

Fitzharrys is a fantastic school where students are given an array of opportunities to develop, thrive and achieve high aspirations. Our superb team of staff are committed to helping every student reach their full potential. They work with care and expertise to bring the very best out of our students. This is evident in the enthusiasm, focus, and achievements of our students.

There is real warmth in the welcome you receive when you join Fitzharrys. The sense of pride and belonging is evident in the school, as is the support and challenge. We want our students to be the very best they can be, and we do everything we can to make that happen.

Our Ofsted report, consistently strong results, high attendance, and impressive behaviour for learning all illustrate the ethos of Fitzharrys. We pride ourselves not only on our students' academic and extracurricular achievements, but also on their approach to every challenge and opportunity; integrity is a key characteristic at the school.

We have high aspirations for our students, and our clear approach to teaching and learning, through our Fitzharrys Lesson Standard, ensures consistent high-quality teaching in every subject area. Students study a carefully designed curriculum, balancing skills, knowledge and understanding.

Staff and students see that the biggest opportunity is in their learning, yet the wider opportunities we provide for students are exciting, engaging, and enhance the personal development of our students. This includes school productions, sports tours, ski trips, the Duke of Edinburgh award, and our school camp. Fitzharrys students have the chance to develop and progress both in and out of the classroom.

Our social media pages and events calendar give a sense of what our students achieve and the opportunities they have; we are incredibly proud of what our students accomplish from year 7 through to year 13.

We always welcome people to come and visit us. Meeting our staff and students will give you a



Job

DESCRIPTION

Purpose

The education and welfare of designated classes/groups of students in accordance with the requirements of the 'School Teachers' Pay and Conditions Document' having due regard to the requirements of the National Curriculum, the school's aims, objectives and schemes of work and any policies of the Governing Body. To share in the corporate responsibility for the well-being and discipline of students.

Areas of responsibility and key tasks

- A. To plan and deliver engaging lessons which are challenging, inclusive and well resourced:
 - A1. ensure curriculum coverage, continuity and progression in the subject for all students, including those of high ability and those with special educational or linguistic needs;
 - A2. ensure effective development of students' individual and collaborative study skills necessary for them to become increasingly independent in their work and to complete tasks independently when out of school;
 - A3. ensure effective development of students' literacy, numeracy and information technology skills through the subject.
- B. To share planning and good practice within the department.
- C. To assess students' work regularly, in accordance with school and department policy.
- D. To contribute to the development of schemes of work, as required by the Head of Department:
 - D1. develop schemes of work and activities designed to ensure positive and engaging experiences in and outside of the classroom;
 - D2. maintain existing resources and explore opportunities to develop or incorporate new resources from a wide range of sources inside and outside the school.
- E. To contribute as appropriate to department extra-curricular activities, by agreement with the Head of Department.
- F. To use class data effectively to ensure students make progress:
 - F1. use data effectively to identify students who are underachieving in the subject and, where necessary, create and implement effective plans of action to support those students.
 - F2. analyse and interpret relevant national, local and school data, plus research and inspection evidence, to inform policies, practices, expectations, targets and teaching methods.
 - F3. ensure that information about students' achievements in previous classes and schools is used effectively to secure good progress in the subject.



- G. To ensure that students' behaviour allows learning to take place by implementing the school's behaviour policy:
 - G1. implement the school's behaviour management policy.
 - G2. contribute to whole school aims, policies and practices, including those in relation to rewards, bullying and racial harassment.
- H. To report to parents on the quality of students' work, their progress and their attainment, in accordance with school and department policy.
- I. To attend parents' evenings to give an account of students' progress, attainment and attitude, as required by the schedule.
- J. To carry out other responsibilities that may reasonably be required by the Headteacher.

Safeguarding

The points below are a requirement for the postholder of this position:

- A knowledge and keen awareness of Safeguarding matters and an ability to demonstrate personal values and beliefs in accordance with the Trust's Safeguarding Policy
- Display commitment to the protection and safeguarding of children and young people
- A strong appreciation of child protection issues and the capacity of acting in accordance with the Trust's Safeguarding policy
- Reading, understanding and following all aspects of the Trust's Safeguarding policies and processes
- Comply with safeguarding training expectations

Your contract of employment is directly with The Abingdon Learning Trust (the Trust). Your main place of work will be Fitzharrys School, but you may be deployed to work at any school within the Trust and carry out those duties that may be reasonably required in relation to such deployment. This will depend upon the role, timetabling and organisational needs of the schools in the Trust and your own individual professional development needs. Any change to your main place of work will be discussed and agreed with you, in advance.

Abingdon Learning Trust is committed to safeguarding children and young people. All post holders in regulated activity are subject to appropriate vetting procedures and a satisfactory Disclosure and Barring Service Enhanced check. The Trust is fully committed to the principles of equal opportunity, diversity and inclusion and welcomes applications from less well represented groups in the school and Trust. Posts in regulated activity are exempt from the Rehabilitation of Offenders Act (ROA) 1974 and all shortlisted candidates will be required to disclose information about their previous criminal convictions. All staff are expected to promote fundamental British values.



Person

SPECIFICATION

SPECIFICATION	ESSENTIAL	DESIRABLE
Education/Training	Graduate in related discipline Qualified Teacher Status Evidence of further personal and professional development	
Knowledge	Strong subject knowledge Experience of teaching Mandarin at Key Stage 3.	Experience of teaching Mandarin to GCSE level
Skills/Attributes	Effective interpersonal skills Sound organisation skills Excellent classroom skills Appropriate ICT skills Ability to promote the enjoyment and success of students in Mandarin throughout the school Ability to work successfully as part of a team and develop good practice	
Personal Qualities	Ability and willingness to work to get the best from all students Commitment, enthusiasm and energy Commitment to own personal and professional development Willingness to be involved in the wider life of the school community Willingness to develop own classroom skills	





QUALITY
OPPORTUNITY
COLLABORATION
AMBITION
COMMUNITY



Terms of APPOINTMENT

The appointment will be made based on the School Teachers' Pay and Conditions Document (STPCD).

The appointment is for September 2023 and is part-time, and temporary in the first instance.

Fitzharrys School and Abingdon Learning Trust are committed to safeguarding and promoting the welfare of children and young people and require all staff to share this commitment.

This post is exempt from the Rehabilitation of Offenders Act.

A copy of the school's Safeguarding and Child Protection Policy is here: [Policies - Fitzharrys School](#)

Applicants must be willing to undergo all the relevant pre-employment checks as laid out in Keeping Children Safe in Education.

How to APPLY

The application window opens on 14 March 2023, with applications being processed on arrival. The application window closes at noon on 28 March 2023.

To apply, an application form and applicant monitoring form should be downloaded from [Vacancies - Fitzharrys School](#), completed and sent to:
recruitment@abingdonlearningtrust.org

Shortlisted applicants will be notified following assessment of applications against the person specification and job role requirements.

Please do contact Will Speke, Headteacher, by email to head.4127@fitzharrys.oxon.sch.uk or by phone on 01235 520698 for an informal discussion about the role.

We look forward to receiving your application.

