



South Downs Learning Trust



**Teacher of Modern Foreign Languages with
specialism in German with French or Spanish
based at Ratton School**

Candidate Information Pack



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Welcome from the Executive Headteacher and the Head of School

Dear Applicant,

We are very pleased that you are considering applying for the post of Teacher of Modern Foreign Languages at Ratton School. We hope our application pack is clear and informative and gives you a sense of our high aspirations for all students.

Ratton School became a converter academy on 1st of August 2012 and joined with Ocklynge Junior School on the 1st of December 2017 to form the South Downs Learning Trust. The aim of our trust is to provide an outstanding educational experience for all students and children in our schools. We want both schools to retain their own unique identity and work closely together to support the learning of everyone in the Trust community to help develop a sustainable and exciting educational experience that places our students and children at the centre of all that we do.

We are looking for an imaginative and skilled Teacher of MFL (German with French or Spanish specialism) who is committed to our vision and virtues and driven by the desire to improve the life chances of young people. The job description and person specification in this pack describe what the post entails and the type of person we are looking for.

This is a great opportunity to be involved in an innovative and highly successful MFL department. The department strongly believes in the importance of developing an interest in other cultures as well as the languages they speak. Outcomes in the department are consistently well above national average for all three MFL languages, with a significant proportion of students achieving the highest grades in German, French and Spanish. Since September 2019 Ratton has also started delivering Mandarin and is committed to the Mandarin Excellence Programme with an accelerated cohort in both year 7 and year 8. Ratton has maintained its International School status for the last eight years, recognising the extensive co-curricular work led by the MFL department. For the last four years Ratton has also led the East Sussex MFL hub, sharing their excellent practice with teachers across the county. Students in all years enjoy their MFL lessons and make excellent progress.

You will be joining an ambitious and highly supportive organisation which offers:

- An excellent induction programme for teachers joining the school.
- A strong commitment to professional development which will improve your leadership skills, develop your understanding of whole school issues and prepare you for the next stage in your career.
- Motivated, enthusiastic and well-behaved learners who respond very well to active and engaging teaching and work well independently.
- A strong team ethos across the department and whole school.

We offer an incentive package which includes:

- A comprehensive induction programme for new staff to the academy.
- On-going investment into your career development through appropriate CPD including leadership development.
- Support and mentoring by a strong Senior Leadership Team and other experienced leaders.

- Access to the Bike 2 Work scheme allowing up to 42% discount on the cost of bikes and equipment.
- Full use of an employee assistance programme supporting wellbeing.
- A fabulous staffroom with complimentary tea and coffee.
- Complimentary breakfast of tea and toast.
- Subsidised membership of Benenden Healthcare (affordable alternative to private health insurance).
- On-site parking.
- Envious setting and extensive grounds.

We look forward to receiving your application and hearing why you believe you have the passion, commitment and talent to join the South Downs Learning Trust.



Huxley Knox-Macaulay
Executive Headteacher



Gavin Peevers
Head of School

Our Vision and Ethos

Our Trust aims to providing an outstanding educational experience for all students and children with both schools retaining their own unique identity and working closely together to help develop a sustainable and exciting educational experience that places our students and children at the centre of all that we do.

Weblink for the Trust: [South Downs Learning Trust | Ratton School](#)

Ratton School



The vision of 'achieving excellence' is underpinned by six virtues:

Compassion - Showing kindness and caring for other people and the environment.

Respect - Acting with respect to others both in and out of school. Valuing diversity and avoiding discriminatory language.

Creativity - Being curious about the world, solving problems and asking thoughtful questions.

Teamwork - Achieving together by working as part of a team. Understanding that we all have to do our fair share and get along with different people.

Effort - Putting effort into all aspects of school life. Demonstrating resilience when faced with a challenge.

Responsibility - Taking responsibility by being in the right place, at the right time, doing the right thing.

Based on this vision and these virtues we tirelessly strive to ensure that:

- Students are happy and confident.
- Students develop their potential.
- We provide for students' wellbeing.
- Teaching is outstanding.
- There is a powerful community spirit and bullying is prevented.
- Communication between school and home is excellent.
- Discipline and values are strong.



Weblink for Ratton School:
To see the school in action:

www.ratton.co.uk
https://youtu.be/U0fkj_fMGZc

Person Specification

Qualities		This could be evidenced by:			
		Application	Interview/ Selection Process	Reference	Post Offer Check
Appropriate qualifications for teaching in a secondary school					
1	Graduate (or equivalent)	✓			✓
2	QTS	✓			✓
Appropriate knowledge and experience					
3	Exemplary subject knowledge	✓	✓	✓	
4	An understanding of the national developments in the teaching of your subject	✓	✓	✓	
Skills and attributes necessary to be a successful teacher					
5	Evidence of being an outstanding teacher or the potential to be	✓	✓	✓	
6	Understanding of how to assess progress in students' work and in their books	✓	✓	✓	
7	Ability to assess the needs of students and to maintain appropriate records to enable high levels of student achievement	✓	✓	✓	
8	Understand the importance of safeguarding	✓	✓	✓	✓
9	Highly developed classroom management skills		✓	✓	
10	Ability to work closely with colleagues and contribute to the work of the teams in your subject	✓	✓	✓	
11	Ability to relate to and communicate with parents/carers		✓	✓	
Personal qualities necessary to make a positive difference to the life of young people					
12	Enthusiasm for the subject	✓	✓	✓	
13	Ability to be flexible and work under pressure	✓	✓	✓	
14	Being well organised	✓	✓	✓	
15	Desire and potential for further professional development	✓	✓	✓	

Job Description

Main Purpose

To carry out the professional duties of a teacher as circumstances may require and in accordance with the school's policies under the direction of the Headteacher. To be an effective professional who demonstrates thorough curriculum knowledge, can teach and assess effectively, take responsibility for professional development and has students who achieve well.

Main Tasks

Ensure that students achieve outstanding progress through:

Planning, Teaching and Class Management

- identifying clear teaching objectives and specifying how they will be taught and assessed;
- setting tasks which challenge students and ensure high levels of interest;
- setting appropriate and demanding expectations;
- setting clear targets, building on prior attainment;
- be aware of and make provision for students who have SEND, very able, LAC, disadvantaged or who have other particular individual needs;
- providing clear structures for lessons maintaining pace, motivation and challenge;
- making effective use of assessment and ensure coverage of programmes of study;
- ensuring effective teaching and best use of available time;
- maintaining discipline in accordance with the school's procedures and encouraging good practice with regard to punctuality, behaviour, standards of work and homework;
- ensuring students acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
- evaluating own teaching critically to improve effectiveness;
- ensuring the effective and efficient deployment of classroom support;
- liaise with the Subject Leader to ensure the implementation of department policy and best practice;
- using a variety of teaching methods to:
 - match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
 - ii. use effective questioning, listen carefully to students, give attention to errors and misconceptions
 - iii. select appropriate learning resources and develop study skills through library, ICT and other sources.

Monitoring, Assessment, Recording, Reporting

- assess how well learning objectives have been achieved and use them to improve specific aspects of teaching;
- mark and monitor students' work and set targets for progress;
- assess and record students' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the student is achieving;
- undertake assessment of students as requested by examination bodies, departmental and school procedures;

- prepare and present informative reports to parents;
- undertake assessment of students and participate in the school's system reporting to parents.

Pastoral Duties

- be a Form Tutor to an assigned group of students;
- promote the general progress and well-being of individual students and of the Form Tutor Group as a whole;
- liaise with the Pastoral Leader to ensure the implementation of the school's pastoral system;
- register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life;
- contribute to the preparation of Action Plans and progress files and other reports;
- alert appropriate staff to problems experienced by students and make recommendations as to how these may be resolved;
- communicate, as appropriate, with parents of students and persons or bodies outside the school concerned with the welfare of individual students, after consultation with appropriate staff;
- contribute to PSHE and citizenship and careers education according to school policy.

Other Professional Requirements

- have a working knowledge of teachers' professional duties and legal liabilities in line with the Teachers' Standards;
- operate at all times within the stated policies and practices of the school;
- know subject(s) or specialism(s) to enable effective teaching;
- take account of wider curriculum developments;
- establish effective working relationships and set a good example through their presentation and personal and professional conduct;
- endeavour to give every child the opportunity to reach their potential and meet high expectations;
- co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, department and students;
- contribute to the corporate life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school;
- take part in marketing and liaison activities such as Open Evenings, Parents Evenings, Review days and events with partner schools;
- take responsibility for own professional development and duties in relation to school policies and practices;
- liaise effectively with parents and governors.

This job description sets out the duties of the post at the time when it was drawn up. Such duties may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the grading of the post.

Job Details and How to Apply

Having looked at this documentation and the websites, we hope you will now apply for the post.

Job Details:

Full Time
Permanent
Salary on TMS/UPS
Start Date: 1 st September 2021

Application:

Please use the application form available at www.ratton.co.uk/vacancies Once completed it should be emailed to Lorraine Barrow, Trust Executive Assistant, at lbarrow@ratton.co.uk by the closing date. Please remember your supporting statement should set out how your experience to date fulfils the criteria set out in the person specification for this post.

Closing date is Midday on Monday 26th April

Early application is encouraged as we will review applications throughout the advertising period and reserve the right to close the advert at any time

Interviews:

Interviews are scheduled for **Friday 30th April**

Further details will be supplied to successfully shortlisted applicants by email as soon as possible after shortlisting.

The Appointment Panel reserve the right to review this appointment process at any stage and to reduce the field, if appropriate.

Further Information:

If you require any further information please do not hesitate to contact Ms Bamford, Senior Assistant Headteacher, at sbamford@ratton.co.uk or 01323 514326.

The Trust is committed to follow its safeguarding responsibilities at all stages of the recruitment process. This post is subject to an Enhanced DBS check with the Disclosure & Barring Services and receipt of satisfactory references. Please note that we require evidence of an overseas police check if you have lived or worked abroad.

Living and working in Eastbourne and the South East

With 150 kilometres of coastline and acres of countryside, there are thousands of things to do in East Sussex, whether you're a thrill-seeker, a shopaholic, a nature lover or a foodie - and since you're never far from London, the capital's delights can play a part very easily.

The South East is one of the most desirable places to live in the UK and is home to a number of vast National Parks, including the New Forest, a 500 square kilometre forest where wild ponies roam, the South Downs, the Seven Sisters Country Park and the Ashdown Forest. 300 kilometres of beautiful coastline run from Southampton all the way round to North Kent, varying from buzzing Brighton to sleepy fishing ports, via the striking snow-white chalky cliffs of the Isle of Wight and Dover with Eastbourne being a very good base to explore the wider region. Find out more about it [here](#).



Eastbourne is steeped in history while recent investments (and more regeneration on the way) gives the place a gleaming modern charm. As such, the ever-popular seaside town is rich in affordable housing options, top local amenities, and reliable transport connections. Bursting with local colour and serene seaside views, it is nestled between the vibrant city of Brighton and the historic town of Hastings and is a great place to live, ranking number 20 on the happiest place to live in the South East in 2019. It is just an hour and a half to the centre of London by train and is great for those wanting to have the amenities, employment and culture of London

on their doorstep, but who equally want to escape the hustle and bustle and enjoy the fresh air and space of the countryside.

From high street stores, markets and independent shops you will be sure to find what you need and then some. At its centre, the town is bursting with high street classics and is jam-packed with independent businesses dotted around the town, offering a wide range of shops and services including various fashion boutiques, delicatessens, florists, butchers, bakers, interiors and kitchen shops, barbers and hairdressers, gyms and even a couple of country and farm markets.



Eastbourne boasts great recreation potential: at the town's borders is plenty of countryside that's ideal for relaxing strolls. If you are an avid hiker, head to the white cliff trail for a very serene and beautiful hike across the South Downs Way with hilltop views of Beachy Head Lighthouse. Take a trip down memory lane by visiting Eastbourne Pier. This seaside pleasure palace was built in the Victorian era and embodies the spirit of that age.

If piers aren't your thing, you can enjoy an impressive show at Eastbourne Bandstand. This landmark has a sea-blue terracotta tiled roof and plays host to some of Europe's best tribute acts. Every year, the Eastbourne calendar tends to

get bigger and better and includes such events as the Aegon International women's tennis at Devonshire Park and the Eastbourne Airshow (held on the seafront), which is free to attend and includes a live music stage and fireworks display.

Eastbourne is also a centre for culture, with the town's local theatres playing host to some of the UK's top talent as well as food festivals, music events and seaside people-watching - it makes for a great day out.

Top 10 things to do in Sussex

- [Drusillas Park Zoo](#), Alfriston
- [Royal Pavilion](#), Brighton
- [British Airways i360](#), Brighton
- [Harbour Park](#), Littlehampton
- [1066 Battle Abbey and Battlefield](#), Battle
- [Rathfinny Wine Estate](#), Polegate
- [Fishers Adventure Farm Park](#), Billingshurst
- [Borde Hill Garden](#), Haywards Heath
- [Herstmonceux Castle & The Observatory Modern Foreign Languages Centre](#), Hailsham

Sources: Keytek, Great British Life, Zoopla, visitsoutheastengland, Yopa, World Guides 1

