



# Guilsborough Academy

*Guilsborough Multi Academy Trust*



# Teacher of Spanish

Candidate information pack

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# Letter from the Principal

Thank you for expressing interest in our Academy, particularly regarding the exciting new position of Teacher of Spanish.

I understand the significance of making informed decisions when considering a new opportunity. To help you learn more about us, I encourage you to visit our website at <https://www.guilsborough.northants.sch.uk/> where you can access a wealth of information, including recent newsletters.

For those considering applying, we will be offering tours to provide a firsthand experience of the academy and its values. If you would like to schedule a tour, please reach out to our HR department at [hr@guilsborough.northants.sch.uk](mailto:hr@guilsborough.northants.sch.uk).

Our Ofsted report, available [here](#), outlines our clear behaviour system and effective safeguarding processes.

While many of our staff members have longstanding tenures, I became the Principal of Guilsborough in September 2020 and was warmly welcomed. The supportive atmosphere among colleagues in their dedication to our students has been a highlight. Positive messages from parents/carers, showcased on our website, further attest to our commitment to ensuring students consistently achieve their potential. Colleagues who have been with us for an extended period often cite the students, their fellow colleagues, and the available training and career development opportunities as reasons for their continued commitment.

I firmly believe that by attracting exceptional staff, prioritizing their well-being, and fostering an environment conducive to their growth, we can continue to provide our students with the high-quality education they deserve.

If you believe that Guilsborough Academy aligns with your aspirations, we welcome your application.

Best wishes for the future.



*Simon Frazer*  
Principal of Guilsborough Academy



# About Us

At Guilsborough we believe that learning should be enjoyable and challenging. This belief, combined with the excellent teaching skills, commitment of our staff, enthusiasm and hard work of our pupils, lies at the heart of our success.

We are passionately committed to the achievement of every individual pupil and to providing high standards of teaching and learning. Our reputation with the local and wider community rests on consistently providing quality education for pupils of all abilities. Our pupils' excellent academic achievements can be seen in the national league tables. Every year, our most able pupils achieve very highly and we encourage and support pupils to aim for top universities, whilst also providing strong support for alternative routes to higher qualifications post 18. This is supported by our excellent Careers programme. We also hold the prestigious CEIAG award (Career Education, Information Advice and Guidance).

Guilsborough Academy is committed to a comprehensive intake and accepts pupils of all abilities. As an inclusive school community, our pupils come from a wide variety of different social and cultural backgrounds. We aim to challenge all our pupils to reach their full potential and celebrate their successes. We ensure that those pupils who have special educational needs are provided with appropriate support, so that they too may reach their potential.

Individual strengths within our pupils are encouraged and celebrated. We encourage them to explore a wide variety of interests within and beyond the school curriculum. Our aim is to develop thoughtful, kind and considerate adults, who will not only contribute to the school, but also to the wider community. Pupils' personal development and happiness are very important to us and our extensive programme of extra-curricular activities, including excellent Music, Drama and Sports provision, supports this process. We expect high standards of behaviour and seek to build strong relationships between staff and pupils. Considerate and responsible attitudes and behaviour are fostered through a strong Life Skills programme.

We are a small MAT situated in the idyllic Northamptonshire countryside. We are presently comprised of one academy: Guilsborough (11-19) Academy. Guilsborough is a "converter" Academy and formed a Multi Academy Trust and is a supportive and friendly school that aims to fulfil our mission statement: learning without limits. We are easily accessible from the M1/M6 and A14 in just five minutes, offer outstanding professional development entitlement and provide superb resources.

## **The aim of GMAT**

Our aim is to pursue and promote sustainable excellence in the provision of 11-19 education for the benefit of our pupils, staff, parents/carers and the wider community.

## **The GMAT Strategy**

We play an active role in the wider community of educators. We value productive relationships and partnerships that help us to maintain and further develop our expertise, and we also seek opportunities to share our own best practice with others.

We value the work of our Trustees to hold the academy to account and constructively monitor its progress. Intervention must be proportionate and timely to the identified areas of development.

# Advert

## Contract Type:

- Permanent
- Part time 0.6 FTE

## Salary:

- Main or Upper Pay scale

## Start date:

- September 2024

## Closing date:

Tuesday 21<sup>st</sup> May 2024 at 9am

## How to apply:

To apply, please complete an application form, which can be found on the vacancies page of our website:

<https://www.guilsborough.northants.sch.uk/vacancies>

Completed application forms should be accompanied by a letter of application

*Situated in the idyllic Northamptonshire countryside, Guilsborough Academy is a supportive and friendly school which aims to fulfil our mission statement: learning without limits. We are easily accessible from the M1/M6 and A14 in just five minutes, offer outstanding professional development entitlement and provide superb resources.*

## Teacher of Spanish

We are excited to be seeking a passionate Teacher of Spanish, to join our team of MFL specialists.

The successful candidate will be a specialist with a passion and enthusiasm for the subject. The ability to teach up to KS5 would be advantageous.

We welcome applications from Early Career Teachers for a September 2024 start, as well as experienced teaching staff. ECTs benefit from a fully supported programme, including regular subject-specific mentoring and comprehensive school-wide training.

Are you intrigued? Do you have the drive and determination to contribute to the further wider development of our Academy? Do you want to work for an organisation that has the wellbeing of staff and students at its heart, alongside fantastic new employee benefits? If so, we would be delighted to hear from you.

Visits to the school are warmly welcomed. To come and see us in action, please contact our HR team to arrange a suitable time on [hr@guilsborough.northants.sch.uk](mailto:hr@guilsborough.northants.sch.uk) or 01604 740641.

**Closing date: Tuesday 21<sup>st</sup> May 2024 at 9am**

**Interviews are likely to commence during the application window for suitable candidates.**

*Guilsborough Academy is committed to safeguarding and promoting the welfare of children and young people, we expect all our staff and volunteers to share this commitment. All appointments are subject to an enhanced DBS check and by completing this application form, you confirm that you have read the DBS Code of Practice and the Safeguarding & Child Protection Policy which is available on our website. An enhanced DBS check, two satisfactory references, identity and medical checks are mandatory for all posts within Guilsborough Multi Academy Trust. Our safeguarding and Child Protection policy is available [here](#). We are also committed to meeting the requirements of disability discrimination and other legislation.*

We occasionally close vacancies early if we receive a high volume of applications. Interviews may begin soon after receipt of applications for shortlisted candidates, therefore we recommend that you apply early.

### **Online searches**

As part of our rigorous Safer Recruitment process, Guilsborough Academy has adopted the practice of online searches including social media for external shortlisted candidates. The purpose of the search is to enable us to fulfil our duty under Keeping Children Safe in Education and is part of our due diligence to identify any incidents or issues that have happened, and are publicly available online, which we may need to discuss with you during interview. Therefore, if you are shortlisted for a role, an appropriate online search will be undertaken on your name(s).

Consent to an online search is included in the Guilsborough Academy application form. Searches are based on publicly available information, therefore where your profiles are private or are locked, no further search will be required on these pages. Any information given will be treated as confidential and will only be used in relation to the post for which you have applied.

Guilsborough Multi Academy Trust is passionate about its values of Respect, Aspiration, Responsibility and Equality. We are committed to an inclusive workforce that represents many different cultures, backgrounds and viewpoints.



# Job Description

<b>Post Title</b>	Teacher of Spanish
<b>Reports to</b>	Head of Spanish
<b>Salary grade</b>	Main or Upper Pay Scale
<b>Hours</b>	Part time 0.6 FTE
<b>Contract type</b>	Permanent
<b>Preferred start date</b>	September 2024

## RESPONSIBILITIES OF THE JOB

- Teachers should seek to enhance student self-esteem through a supportive, encouraging, yet challenging approach to learning, employing a wide variety of teaching styles suited to the needs of individuals and small groups as well as whole classes.
- Create a welcoming and stimulating environment where students feel valued and thrive
- Offer a range of extra-curricular opportunities which enables students to flourish and feel part of the performing arts community
- Meet the relevant Teachers' Standards
- Promote the values and aims of the school
- Ensure that teaching reflects the diversity of backgrounds of students and promotes mutual respect
- Contribute to regular curriculum reviews to help maintain a relevant, stimulating and innovative curriculum provision
- Take responsibility for personal continuing professional development to ensure that knowledge and skills are kept up to date with respect to subject(s), pedagogy and curriculum developments plus wider school, local and national issues
- Assess progress of students in line with policy and records to ensure regular feedback and encouragement is given to students to take responsibility for their own learning
- Instigate measures to address the causes of identified underperformance and monitor the effectiveness of those measures
- Participate in lesson observations and other measures to monitor delivery of learning outcomes and quality of teaching and implement measures to address any improvement issues identified
- Participate in the appraisal process, identifying personal professional development priorities which will impact on students' learning
- Complete registers to monitor attendance and punctuality and take action to address any issues
- Utilise appropriate behaviour management strategies in lessons in line with school policy
- Submit assessments to the school database, and complete students' reports for parents' consultation deadlines in school calendar, ensuring they provide an accurate record of the progress of each individual and meeting high quality standards
- Create and maintain effective partnerships with parents and carers
- Treat students, parents, and colleagues fairly, equitably and with dignity and respect
- All teachers will be expected to plan, teach, mark work, and maintain records of attendance, progress, behaviour, and achievement in accordance with agreed school policies, using the information to raise standards of learning, with target grades set and reviewed regularly with students.

- Teachers are encouraged to take the initiative in putting forward ideas and to assist in the development of any aspects of the school.
- All teachers will be expected to work collaboratively with other staff as members of teams, departments, and other cross-curricular groups. Their contributions of their own talents and skills to such groups will aid the production of new initiatives, policies, resources, schemes of work etc.
- In collaboration with students, all staff are responsible for caring for the school environment, ensuring health and safety requirements are met and that a good learning environment is created.
- All staff should work in partnership with parents, communicating with them and always seeking to achieve the best outcome for each student.
- All staff should establish high expectations of positive student behaviour and appearance.
- To meet their own professional needs and the aims of the school all staff have the right to appropriate support and professional development opportunities, both through training and through formal and informal contact with colleagues. This is accessed through the performance management review program.

**General:**

- The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the contract of employment).
- To promote and safeguard the welfare of young and vulnerable people.
- 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 school's safeguarding policies
- To be aware of and work in accordance with the school's child protection policies and procedures, and to raise any concerns relating to such procedures which may be noted in the course of duty
- To be aware of and adhere to applicable rules, regulations, legislation and procedures including the schools equality policy and Code of Conduct and national regulations such as Data protection and Health and Safety.
- To adhere to GDPR and Data protection regulations, whilst maintaining confidentiality.
- To attend relevant meetings and training sessions in line with their employment contract
- All members of staff are required to participate in the school's appraisal scheme.
- This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so constructed.
- This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification at any time after consultation with the post holder.

**FURTHER INFORMATION**

*Guilsborough Academy is committed to safeguarding and promoting the welfare of children and young people. All appointments made within Guilsborough Multi Academy Trust are subject to an enhanced DBS check, receipt of two satisfactory references, identity and medical checks within Guilsborough Multi Academy Trust. Our safeguarding and Child Protection policy is available [here](#).*

*We are also committed to meeting the requirements of disability discrimination and other legislation. In making your application, it is essential you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences. This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are 'spent' under the provision of the Act. If a pending charge, conviction, bind-over or caution has been recorded against you, this will not necessarily debar you from consideration for this appointment. For further information please read out Recruitment of Ex-offenders policy which can be found [here](#).*



Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

This job description will be reviewed and updated periodically to ensure that it relates to the job performed, or to incorporate any proposed changes. This procedure will be conducted by the Headteacher/Line Manager in consultation with the post holder. In these circumstances, it will be the aim to reach agreement on reasonable changes but if agreement is not possible, management reserves the right to make changes to the job description following consultation.

# Person Specification

	<u>Criteria</u>	<u>Essential</u>	<u>Desireable</u>
<b><u>Qualifications and Experience</u></b>	Qualified to degree level in relevant subject	✓	
	Qualified Teacher Status	✓	
	Right to work in the UK	✓	
	Relevant teaching practice and training with the subject area	✓	
	Essential to be willing and able to teach more than one subject	✓	
	Teacher of Spanish	✓	
	Experience of teaching Spanish at KS5		✓
	Evidence of further professional development		✓
<b><u>Skills and abilities</u></b>	An excellent classroom practitioner	✓	
	An excellent knowledge of the curriculum and its assessment	✓	
	Ability to foster a positive classroom ethos which motivates students to fulfil their potential	✓	
	Evidence of achieving good or better progress for students		✓
	Good written and oral communication skills	✓	
	Ability to use ICT effectively for teaching and management	✓	
	Ability to analyse data and make informed judgements	✓	
	Excellent interpersonal and organisational skills	✓	
	<b><u>Other attributes</u></b>	Reflective practitioner	✓
Commitment to multi-cultural education		✓	
Commitment to the safeguarding of children and young people		✓	
Optimistic, enthusiastic and generous of spirit		✓	
Resilience		✓	
Good judgement		✓	
Highly credible and lead by example		✓	
Evidence of ability to lead and work as a team member		✓	
Evidence of contributing to the wider life of a school		✓	
Clear vision and moral purpose through extra-curricular activities		✓	
Ambitious and committed to own professional development		✓	

# Rewarding & Supporting Guilsborough Academy Staff

We value our staff and we are very aware that the positive contribution of all staff is a significant factor in the success and long-term sustainability of our Academy. Without the energy, drive and enthusiasm of our staff, the Academy would not be in the successful place it is today or as prepared to face new challenges in the future. We are committed to developing well-being initiatives to support all of our staff and are able to offer:

- **A dedicated staff Wellbeing Committee.**
- **Refer a Friend payment scheme, plus a welcome bonus for your friend**
- **A £1,000 welcome bonus to all new employees**
- Access to trained staff Mental Health First Aiders
- **A developmental and supportive culture for continued professional development.**  
*The school strives to deliver personalised pathways and opportunities in order to enhance the growth and development of all staff members.*
- **A stunning rural location.**
- **HR Services on site.**
- **Eye Tests.**  
*Reimbursement on eye tests*
- **Free annual Flu Vaccinations for all staff.**
- Access to 24/7 telephone counselling service for staff and their immediate family via Health Assured
- **Free access to our Fitness Suite.**
- **Pension Schemes.**  
*GMAT offers a defined benefit pension scheme which is supported by school contributions as well as those of the employee. GMAT has two pension schemes, the Teacher's Pension Scheme and the Local Government Pension Scheme.*
- **Healthy Eating.**  
*Our in-house catering firm Innovate offer a healthy range of food at both break and lunch-time. Staff are entitled to a free lunch if undertaking an evening duty.*
- **Free and secure Car Parking on site.**
- **PTA.**  
*We have a very active PTA group that all staff can get involved in if they wish.*

## **PLUS, A BRAND-NEW EMPLOYEE BENEFITS SCHEME FOR SEPTEMBER 2024!**

### **Including:**

- Car Scheme
- Private Health Care Options
- Discounts & Cashback Schemes
- And much more!



# Contact Us

## Visit us:

Guilsborough Academy  
West Haddon Road  
Guilsborough  
Northampton  
NN6 8QE

## Call us:

01604 740641

## Email us:

[info@guilsborough.northants.sch.uk](mailto:info@guilsborough.northants.sch.uk)

## Visit our website:

<https://www.guilsborough.northants.sch.uk/>

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