

# Mary Webb School & Science College



## Teacher of Modern Foreign Languages Maternity Cover



Pontesbury  
Shrewsbury  
Shropshire  
SY5 0TG

Tel: 01743 792100

Email: [nmurray@marywebbschool.com](mailto:nmurray@marywebbschool.com)

[www.marywebbschool.com](http://www.marywebbschool.com)



## Dear Applicant

Thank you for your interest in our vacancy for a modern foreign language teacher

In this pack you will find the following information:

- Letter from the Headteacher
- Information about the modern foreign language department
- Advertisement
- Information about the school
- Job Description
- Person Specification
- Information on how to apply

Thank you for showing an interest in our school. Having read the enclosed information, I trust you will feel encouraged to apply for the teaching vacancy within the modern foreign language department. We are looking for an inspirational teacher of French and Spanish who is able to communicate a real excitement and enthusiasm for their subject.

We want students to feel that they are successful and that modern foreign languages can help them to better understand the world they live in. We are interested in applications from suitably qualified graduates, who believe they have the qualities outlined in this brochure. An application would bring you a step closer to working in a busy, but really friendly and supportive, environment.

The modern foreign language department is a well-established team that delivers a range of curriculum opportunities throughout Key Stages 3 and 4. At Key Stage 3 all students study both French and Spanish. Key Stage 4 both languages are within the option blocks.

The existing modern foreign language team is looking for a colleague who is excited by teaching and learning about languages and is willing to share their ambition and high expectations. In return they will provide a happy, supportive and successful environment to work in. I would strongly recommend contacting our Subject Leader for Languages, Jan Thompson, prior to application.

Mary Webb School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

I look forward to receiving your application.

Yours sincerely

*P.J Lowe-Werrell*

Peter Lowe-Werrell

Headteacher

# Modern Foreign Languages at Mary Webb School

## The Department

Spanish and French are taught in KS3 and KS4 at the Mary Webb School by a small team of dedicated and enthusiastic language specialists.

The Languages department aims:

- To provide successful and enjoyable experiences for pupils of all abilities.
- To foster positive attitudes towards other countries, their culture and their people.
- To enhance pupils' success in all curricular areas by developing efficient study skills as well as the ability to communicate confidently and clearly using the spoken and written word.
- To encourage tolerance and a willingness to work together.
- To prepare pupils for a future with a language whether they opt or not. We encourage them to be open minded about their future and to be aware of the essential skills involved in learning a language: resilience, resourcefulness, communication, tolerance and respect for others regardless of their cultural background!
- To promote a sense of curiosity and willingness to ask questions as well as to carry out independent research of aspects of the language of culture of specific interest to individual students



## The Learning Environment

Facilities are good. The department comprises of three language rooms. All rooms are newly refurbished and both have interactive white boards. Access to computers is increasing as a result of new laptops having been purchased MFL use on the first floor. This excellent motivational tool is enhancing our curriculum and enabling students to develop independent learning skills. The department has invested heavily in The Language Gym resource for both languages at both key stages. We also use Active Learn at KS4 for French and Spanish. This provides all students with a differentiated homework resource and allows them to learn and study independently. The department also makes good use of GCSE pod and has created Padlet pages for both languages.

Alongside the digital homework resource, the department is extremely well resourced with AQA specific textbooks and front of class on line resources as well as Couti Sentence Builder booklets for KS3.

## Key Stage 2

The Subject Leader has worked extensively with local primary schools to develop a curriculum at KS2 that can be built upon in KS3. Training and working groups have taken place over the last two years, leading to a KS2 Scheme of Work being produced for all local primary schools to use. We are aiming to reach the stage where all students at KS3 will have been exposed to the same experiences of language learning and are keen to enhance their skills at secondary school.

## Key Stage 3

MFL is a statutory subject at Key Stage 3 and students are introduced to French and Spanish in Year 7 for two hours a week, rotating weekly.

### Year 7:

In the first term of Year 7, we concentrate on building upon language skills learnt at primary school and increasing students' confidence when speaking through phonics and fun!

Students continue throughout Year 7 studying a variety of topics and gradually acquiring new skills, structures and vocabulary to allow them to make progress in all four skill areas. We follow a SOW based on Conti Sentence Builders.

### Year 8 and Year 9:

Students continue with both languages for three hours per week.

Throughout KS3, students enjoy a range of activities designed to enhance their enjoyment of different aspects of culture in France and Spain, ranging from film projects to French breakfasts .



## Key Stage 4

Examination Board - AQA for French and Spanish.

In KS4 MFL is currently an option subject. Students can opt to continue with one (or two if there is demand) of the languages they have studied at KS3. Class sizes vary according to the particular interests expressed by Year groups. We do not currently have opportunities to set according to ability in KS4.

All students have a GCSE target to aspire to, that is both challenging but realistic and is based on prior performance in MFL to date. It is monitored through ongoing informal assessment. Students are provided with individual feedback on what they have done well and what they need to do to improve.

We have excellent attendance at our weekly after school support sessions in both languages.



This post offers an excellent opportunity for a well-qualified and enthusiastic MFL teacher to join and enhance a successful and supportive department. The ideal candidate would be able to teach French at KS3 and KS4. The ability to teach Spanish is also necessary at KS3. The successful candidate will not only inspire students in the classroom but also motivate students to develop a love of learning languages beyond the classroom. Please come and visit us if you have any further questions, we look forward to the opportunity to show you the department.



Advertisement



## Teacher of Modern Foreign Languages MPR / UPR

**Temporary one-year full time contract to cover maternity leave with potential for a permanent part-time contract in the future**

**Required January 2023 (possible later start date for the right candidate)**

Mary Webb School and Science College is a successful and popular specialist science college, situated in a beautiful location, a few miles south of Shrewsbury.

Governors wish to appoint an outstanding, well-qualified and enthusiastic teacher of modern foreign languages. The successful candidate will be required to teach at Key Stage 3 and 4. This vacancy would suit experienced teachers or candidates new to teaching. If you would like to join our hugely successful and supportive team, we would welcome your application.

Potential candidates are encouraged to contact the school to speak the Subject Leader for modern foreign languages, Jan Thompson. Further details and an application form are available on the school website. The school does not accept CVs.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

**Closing date: 12 noon on Friday 11th November 2022**  
**Interviews to be held week beginning: Monday 14th November 2022**



## Information about the school

Mary Webb School and Science College is situated in a particularly beautiful location in the village of Pontesbury, just a few miles south of Shrewsbury. The site, surrounded by hills and woodland, provides an ideal setting for a school that aims to provide an educational experience firmly rooted in a modern rural context. We seek to open minds and widen horizons by ensuring that all our students are prepared for the challenges of life in the 21st century.



As a relatively small community secondary school of about 700 students, staff and governors, we feel that the school has a number of distinctive features that makes it a little bit special. We aim to provide an environment in which each and every student can develop and flourish, and where the pursuit of excellence, in terms of personal development and academic achievement, is the aspiration of all. Relatively small class sizes ensures that every student receives personal attention.

The curriculum at Key Stage 4 is based around a core GCSE offer. We believe that this provides students with robust qualifications that support transition to post-16 education, training and employment. GCSE examination results at Mary Webb School and Science College have been good in recent years and are above national averages for attainment and progress across the curriculum.

GCSE results in 2022 saw 73% of our students achieving GCSEs in both English and mathematics at grade 4 and above. The school's Attainment 8 score was 48.4, which was higher than the Shropshire average for secondary schools. More than 10% of GCSEs awarded to our students were at grades 8 or 9. Most importantly, all our students were able to go on to the destinations they planned to in September 2022.



To view our latest Ofsted report from May 2015 please [click here](#).

*"Students make **outstanding** progress"*

*"Teachers create positive, constructive relationships"*

*"Teaching is good and much is **outstanding**"*

*"Students behave well and are keen to learn"*

*"Arrangements for transition from the primary schools are **outstanding**"*

*"The school's work to keep students safe and secure is **outstanding**"*

# Job Description

## **Purpose**

- To share the school's commitment to safeguarding and promoting the welfare of children and young people.
- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate.
- To monitor and support the overall progress and development of students as a teacher / form tutor.
- To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- To contribute to raising standards of student attainment.
- To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth

## **MAIN (CORE) DUTIES**

### **Teaching**

- To teach students, including students from Severndale @ Mary Webb who are in mainstream lessons, according to their educational needs, including the setting and marking of work to be carried out by the students in school and elsewhere.
- To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
- To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
- To ensure that ICT, Literacy, Numeracy and school subject specialism(s) are reflected in the teaching/learning experience of students.
- To undertake a designated programme of teaching.
- To ensure a high quality learning experience for students which meets internal and external quality standards.
- To prepare and update subject materials.
- To use a variety of delivery methods which will stimulate learning appropriate to students' needs and demands of the schemes of work.
- To maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.
- To undertake assessment of students as requested by external examination bodies, departmental and school procedures.
- To mark, grade and give written/verbal and diagnostic feedback as required.

### **Pastoral System**

- To be a Form Tutor to an assigned group of students.
- To promote the general progress and wellbeing of individual students and of the form group as a whole.
- To liaise with Key Stage Leaders to ensure the implementation of the school's support/pastoral system.
- To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life.
- To evaluate and monitor the progress of students and keep up-to-date student records as may be required.
- To contribute to the preparation of Action Plans and progress files and other reports.
- To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.
- To communicate, as appropriate, with the parents of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff.
- To contribute to PSHCE according to school policy.
- To apply the school's behaviour policy and management systems so that effective learning can take place.



# Job Description continued

## **Operational/Strategic Planning**

- To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the curriculum area.
- To contribute to the curriculum area's improvement plan and its implementation.
- To plan and prepare courses and lessons.
- To contribute to the whole school's planning activities.

## **Curriculum Provision**

- To assist the Subject Leader and SLT to ensure that the curriculum area provides a range of teaching strategies which complements the school's strategic objectives.

## **Curriculum Development**

- To assist in the process of curriculum development and change so as to ensure the continued relevance to the needs of students, examining and awarding bodies and the school's mission and strategic objectives.

## **Professional Development**

- To take part in the school's staff development programme by participating in arrangements for further training and professional development.
- To continue personal development in the relevant areas including subject knowledge and teaching methods.
- To engage actively in the school's agreed Performance Management Review Process.

## **Recruitment/Deployment of Staff**

- To ensure the effective/efficient deployment of classroom support.
- To work as a member of designated teams and to contribute positively to effective working relations within the school.

## **Quality Assurance**

- To help to implement school quality procedures and to adhere to those.
- To contribute to the process of monitoring and evaluation of the curriculum area in line with agreed school procedures, including evaluation against quality standards and performance criteria.
- To seek/implement modification and improvement where required.
- To review from time to time methods of teaching and programmes of work.
- To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.

## **Management Information**

- To maintain appropriate records and to provide relevant, accurate and up-to-date information for school's MIS, including registers.
- To complete the relevant documentation to assist in the tracking of students.
- To track student progress and use information to inform teaching and learning.

## **Communications**

- To communicate effectively with the parents of students as appropriate.
- Where appropriate, to communicate and co-operate with persons or bodies outside the school.
- To follow agreed policies for communications in the school.

## Job Description continued

### Marketing and Liaison

- To take part in marketing and liaison activities such as Open Evenings, Parents Evenings, review days and liaison events with partner schools.
- To contribute to the development of effective subject links with external agencies.

### Management of Resources

- To contribute to the process of the ordering and allocation of equipment and materials.
- To assist the Subject Leader to identify resource needs and to contribute to the efficient/effective use of physical resources.
- To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, subject area and the students.



## Person Specification

Quality	Essential	Desirable
Qualified Teacher Status	Yes	
Degree in modern foreign languages or related subject	Yes	
A commitment to safeguarding and promoting the welfare of children and young people	Yes	
A commitment to achieving, maintaining and developing the attributes, knowledge, understanding and skills outlined in the core / post threshold professional standards for teachers	Yes	
Experience of teaching French at Key Stage 3 and Key Stage 4.	Yes	
Experience of teaching Spanish at Key Stage 3 and Key Stage 4.		Yes
Confident communicator	Yes	
Confidence in the use of ICT	Yes	
An ability to work in a team	Yes	
An ability and commitment to contribute to raising student achievement	Yes	
A willingness to embrace change and seek new challenges	Yes	
An understanding of the need to take responsibility for personal professional development	Yes	
An ability to self-manage workload	Yes	



## How to Apply

Applications must be made on the official application form which can be found by [clicking here](#) or visiting [www.marywebbschool.com](http://www.marywebbschool.com)

The deadline for applications is 12 noon on Friday 11th November 2022, and we will be interviewing week commencing Monday 14th November 2022. Please do not hesitate to get in touch with me if you have any questions or if you would appreciate an informal chat; I would be delighted to hear from you.

### **When completing the application form, please pay particular attention to:**

- The guidance notes on the front cover.
- Section 8, Educational qualifications, please ensure you provide details of your qualifications, including GCE O level, GCSE or equivalent level 2 qualifications – a summary is not sufficient. Details of the institutions you studied at are required.
- Section 11, Further Details: Please limit this section to no more than 500 words.  
**In addition to the guidance provided, please outline your views on teaching modern foreign languages to young people in the 11-16 age range and why modern foreign languages are an important part of a broad and balanced curriculum at Key Stage 4.**
- Section 16, References: The requirement for two employment references, one of which **must** be your current or most recent employer. Please include email addresses if possible.
- We use an application form which states that the post is exempt from the Rehabilitation of Offenders Act 1974 and that the successful candidate must apply to have an Enhanced Disclosure from the Disclosure and Barring Service. The application form will request full and complete information about employment history.
- All applicants are required to disclose whether they have any convictions, cautions, court orders, reprimands and warnings which may affect their suitability to work with children.
- Incorrectly completed application forms will not be considered

*You can send your application via:*

*Email to: [nmurray@marywebbschool.com](mailto:nmurray@marywebbschool.com)*

*Post to: Mrs N Murray, Mary Webb School & Science College, Pontesbury, Shrewsbury, Shropshire, SY5 0TG*