

# St Cedd's School



## Job Description

**Job Title:**  
**Reporting to:**

**Teacher of French**  
**Head of MFL**

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### Role:

To carry out the professional duties of a teacher in accordance with the school's policies under the direction of the Head, Head of Academic and Head of Department.

### Planning, Teaching and Class Management

Teach allocated pupils by planning their French lessons in liaison with Head of MFL to achieve progression of learning through:

- identifying clear teaching and learning objectives and specifying how they will be taught and assessed.
- setting tasks which challenge pupils and ensure high levels of interest.
- setting clear targets, building on prior attainment identifying less and more able pupils.
- providing clear structures for lessons maintaining pace, motivation and challenge.
- maintaining discipline in accordance with the school's procedures and encouraging good practice with regard to punctuality and behaviour.
- ensuring the effective and efficient deployment of classroom Teaching Assistant support and ensure that the TA(s) know, before the lesson, what their role will be in the lesson in supporting pupils' learning.
- taking account of pupils' needs by providing structured visual, auditory and kinesthetic learning.
- encouraging pupils to think and talk about their learning, develop self-control and independence, concentration, perseverance and attentive listening.

### Monitoring, Assessment, Recording and Reporting

Through:

- assessing how well learning objectives have been achieved and using them to improve specific aspects of teaching.
- monitoring pupils' work and setting targets for progress.
- assessing and recording pupils' progress systematically and keeping records to check work is understood and completed, monitoring strengths and weaknesses, and recognising the level at which pupils are achieving.
- undertaking assessment of pupils as requested by the Head of Department and in line with school procedures.
- preparing and presenting reports to parents.

Whilst every effort has been made to explain the main duties and responsibilities of the post of French Teacher, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from the Head, and any member of the Senior Leadership Team, to undertake work of a similar level that is not specified in this job description.

This job description may be amended at any time following discussion between the Head and member of staff, and will be reviewed annually.