

Founded 1642



New Hall School

The Best Start in Life



Appointment of

French Assistant

Closing date for application is:

Midday, Wednesday 29 September 2021

The French and Spanish Departments



Building a love of language and an understanding of different cultures is at the heart of the French and Spanish Departments. We aim to encourage all our students to undertake some form of language qualification, with an emphasis on building practical conversational skills. We are committed to providing opportunities for our students to visit different countries and to practise their language skills in situ.

Our students are a delight to teach, and you can truly 'teach', using your full repertoire of strategies to engage and challenge. Students are enthusiastic, good-humoured and keen to learn. There is a real focus on making progress and achieving the best possible outcomes. New Hall also attracts a number of international students, creating an atmosphere of inter-cultural understanding and support for the study of language.

Languages in the Curriculum

The language provision at New Hall begins in our Pre-Prep through a Languages & Culture programme, delivered by the French and Spanish Departments. Within the Preparatory Division, pupils then receive French and Spanish lessons, taught by specialist teachers and assistants. These lessons may provide a rewarding career development opportunity for French and Spanish teachers who have not previously had experience teaching Years 3-6.

Prior to entry into the Senior Divisions in Year 7, students choose between French and Spanish and then study this language option until the end of Year 9. From Year 10, both French and Spanish are available as GCSE options, with the majority of Year 10 students opting to study a language. Our more able linguists are encouraged to study a second modern language in Year 8, and both French and Spanish are available on timetable to this group thereafter. Both French and Spanish are also available at A Level.

On top of this provision, from September 2017, we introduced the DELF and DELE language diplomas to provide regular, attainable and aspirational points of achievement for our students. By providing our students with access to the differentiated levels of these courses, we are preparing for the use of language beyond the classroom. Entry level qualifications for DELF and DELE can be considered for children in Years 5-8. A large number of Sixth Form students choose to take B1/B2 qualifications in French or Spanish as a fourth subject on the curriculum.



Languages in the Co-Curriculum

Students at New Hall have many opportunities to practise their languages outside the classroom. Trips may include:

- a 3-day residential to Paris for Year 7
- a 3-day residential to Normandy for Year 8
- a 5-day residential to Cantabria for Years 8 & 9
- a 5-day home-stay for Year 13 in Spain
- a 1-week study trip to Nice for Years 10 to 13

The Department also offers opportunities to explore languages within the UK including theatre trips and visiting theatre companies. In the summer, we offer French and Spanish camps, on site at New Hall.

Language Awards and Scholarships

Applicants for Year 7 and Year 9 may sit an assessment in French and/or Spanish. The top performers will be awarded a French Award/Spanish Award in the relevant language. There will be a financial contribution of £250pa for two years. Speakers of these languages as a first language are ranked separately. It is a requirement that the relevant language is chosen in Year 7.

In the Sixth Form, French and Spanish Scholarships may be awarded, subject to the candidate achieving a minimum of a Grade 8 or 9 in French and/or Spanish, plus five grade 7s being achieved at the publication of GCSE results in August. To be eligible, a student must be taking French and/or Spanish at A Level. Priority may be given to students studying two languages.

Public Examination Results

Both the French and Spanish Departments have a history of success in public examinations. Over the last three years, at A Level, 64% of grades were at A*/A in French, with 91% of students achieving A*-B grades. In Spanish, over the last three years, 44% of grades were at A*/A, with 100% of students achieving A*-B grades. At GCSE, over the last three years, a quarter of all students achieved a grade 9 in French, with 67% achieving grades 7+. In Spanish, over the last three years, 37% of students achieved grades 8+, with 55% achieving 7+.

University Destinations

New Hall linguists go on to study languages at university each year, and we have regular success in Oxbridge and Russell Group university applications. In recent years, this has included:

- Spanish with Russian, University of Cambridge
- Modern and Medieval Languages, University of Cambridge
- French & Philosophy, University of Exeter
- Modern Languages (French & Spanish), University of Exeter
- French Studies, University of Warwick
- Hispanic Studies with Italian, University of Warwick
- Spanish, Portuguese and Latin American Studies, University of Manchester
- French with Business Management, Queen Mary's, University of London

Facilities and Staffing

The French and Spanish Departments share five classrooms, each equipped with an interactive whiteboard, audio equipment and visualizers. Our language teachers are dedicated, passionate and most are able to teach both French and Spanish. The teachers are supported by a team of three enthusiastic French & Spanish Assistants.

Job Description

The French Assistant reports to the Head of French and assists with the teaching of French throughout the School. Working mainly with students in Years 9-13, the French Assistant will help students in their preparation for the oral component of public examinations (GCSE, A Level or DELF). They may also be required to assist with language sessions in Years 5-8. There will also be conversation work with first language French students in small groups.

The French Assistant is expected to uphold, support and realise the Catholic ethos of the School as outlined in the Mission & Ethos Statement and Aims of the School.

Key responsibilities:

1. to support the teaching of French at all levels by helping students to develop their oral fluency
2. to have a clear understanding of the requirements of public speaking examinations, with appropriate guidance from the Head of French
3. to help students (including first language speakers) to prepare for the oral component of public examinations (GCSE, A Level or DELF)
4. to monitor attendance at oral classes, reporting absences to the Head of French
5. to feed into the reporting process by providing comments on student progression, attitude and effort
6. to assist with French lessons within Years 5 and 6
7. to assist the Subject Leader for Modern Languages (Prep), and the Head of French, in the delivery of co-curricular language clubs within the Preparatory and Senior Divisions
8. to help students to prepare for the DELF language diplomas
9. to support the teaching of French by finding and collating interesting authentic language resources
10. to support the Head of French in preparing potential Oxbridge candidates and those applying for Modern Languages at university
11. to be willing to undergo examination related training and to attend relevant training courses as required
12. to carry out any other reasonable requests, in line with the broad responsibilities of the role

All staff are responsible for promoting and safeguarding the welfare of students at New Hall School by ensuring compliance with the School's Safeguarding & Child Protection Policy at all times. It is a requirement of all staff to report any actual or potential risks to the safety or welfare of students to the Designated Safeguarding Lead.

This document summarises the main responsibilities of the post. All staff are required to undertake whatever else may reasonably be requested by the Principal. All staff are expected to uphold, support and realise the Catholic ethos of the School, as outlined in the Mission & Ethos Statement and Aims of the School. Job Descriptions are subject to annual review.

New Hall is committed to increasing representation of ethnic minority backgrounds among staff across all roles and at all levels, to reflect our diverse student population. Applications from practising Catholics are particularly welcome. The School's Equal Opportunities Policy is available on the School's website.

Person Specification

All candidates should have a clear understanding of and a commitment to the aims of a Catholic independent school and be committed to the values and ethos at the heart of New Hall School as expressed in the Mission & Ethos Statement of the School.

	Essential	Desirable
Education & Training		A Level or equivalent in French
Experience		Experience of working within the Education Sector
Skills and Aptitudes	<p>First language fluency in French</p> <p>Excellent written skills in French</p> <p>Excellent knowledge of French grammar</p> <p>Excellent communication and organisational skills</p>	<p>Knowledge of current affairs, in particular linked to French and French-speaking countries</p> <p>Knowledge of French literature and cinema</p> <p>Knowledge of first language level idioms</p> <p>Knowledge of advanced French grammar</p>
Disposition and personal qualities	<p>Understanding of the importance of promoting and safeguarding the welfare of children</p> <p>Understanding of the demands of teaching in an academic environment</p> <p>Understanding of the difficulties faced by students in speaking French as an additional language</p> <p>Initiative, drive and enthusiasm to develop students' interest in French</p>	

School Tour

Click [HERE](#) to view our Open Day virtual tour.

Salary & Benefits

Salary

The salary range for the French Assistant is £24,448-£28,548pa (NH1-NH3).

Hours

The French Assistant works alongside the teaching staff at New Hall and is typically expected to be in School from 8.30am to 6.00pm each day. Lunch will be provided during term time and should be taken between midday and 1.00pm. The French Assistant will be required to work on School Open Days, which take place on the last Saturday in September and the Saturday of the first Bank Holiday weekend in May. In addition to their term time responsibilities, the French Assistant is also expected to work 21 days during the School holidays to assist with holiday camps at New Hall and School Languages Trips that take place out of term time.

All staff are required to attend relevant INSET days (staff training days), which may take place outside students' term days; payment for which is included in the salary.

Pension

Support staff are automatically enrolled in the designated stakeholder pension scheme provided by Standard Life, subject to meeting the qualifying conditions. Pension contribution rates are 5% for employees and New Hall currently matches employee contributions up to 4%.

Training

New Hall is committed to professional development of staff and will support further in-service training as required. The School has a strong track record in teacher training, which will be fully funded and delivered in partnership with the University of Buckingham. There are generous INSET and Continuing Professional Development (CPD) budgets.

Accommodation

School accommodation is available. This may either be rent-free accommodation for someone taking on a role as a Boarding Tutor, or a rented room in a shared house.

Sport membership

As an employee, you are able to make use of a discounted annual membership rate for the New Hall Sport Club, with effect from your start date. Membership includes Club time use of:

- 25-metre, 6 lane indoor swimming pool
- 10 floodlit tennis/netball courts
- Fitness Suite, which comprises a range of cardiovascular equipment and free weights
- Athletics track
- 12 golf practice bays



hr@newhallschool.co.uk | | 01245 467 588
 New Hall School, The Avenue, Chelmsford, Essex CM3 3HS