



## Teacher of Spanish (KS3-4) with French (KS3) preferable

<b>Reporting to:</b>	Head of MFL Department
<b>Contract:</b>	Full Time or Part time
<b>Start date:</b>	September 2025
<b>Salary:</b>	MPS/UPS + Outer London Pay £36,414-£53,994 FTE
<b>Allowance:</b>	possibility of a TLR available for KS3 co-ordinator
<b>Disclosure level:</b>	Enhanced

### The Role

We wish to appoint a full time or part-time Modern Foreign languages teacher to teach Spanish at KS3 & KS4 and French at KS3 (preferable). Successful applicants would be joining an outstanding, friendly and well-established department. This would be an exciting opportunity to work within an ambitious and supportive department in a high achieving school.

Our students follow the AQA syllabus at GCSE and at A Level.

- *All classes are taught in mixed ability groups from Year 7 upwards.*
- *The MFL Department achieves outstanding results at all key stages.*

### About Our School

Trinity Catholic High School is large Catholic comprehensive school situated in the London Borough of Redbridge and within the Diocese of Brentwood. We have a reputation for excellence in all aspects of our service to the children in our school and the wider community. Our school's inspection reports can be viewed on this link: <https://www.tchs.org.uk/about-us/inspections>. The highest standards relating to Teaching and Learning are a feature of daily life at Trinity and these significantly and positively impact student progress and attainment. Trinity's Section 48 report (January 2020) states that "Trinity Catholic High School is an outstanding school and a beacon of high-quality Catholic education. It has an excellent reputation in the local community and beyond and it is rightly seen as a flagship school for the Diocese of Brentwood". The report also emphasises that "Catholic life at Trinity Catholic High School is outstanding and is of the highest quality" and "Every aspect of Collective Worship at the school is outstanding".

### We are seeking a professional who is:

- ✓ An enthusiastic Modern Foreign Languages specialist with the ability to teach Spanish across Key Stage 3&4 and French at KS3.
- ✓ Passionate about Modern Foreign Languages and has excellent subject knowledge.
- ✓ Ambitious and committed to the very highest standards of student learning.
- ✓ Keen to challenge and enthuse our diverse student population.
- ✓ An excellent classroom practitioner with a drive for self-improvement and development.

### We can offer the successful candidate:

- ✓ An opportunity to work with an experienced Headteacher and forward-thinking and supportive Senior Leadership Team
- ✓ A pleasant environment conducive to high quality teaching and learning with friendly and motivated staff across the school
- ✓ A caring and affirming culture and ethos with a staff social committee who regularly organise events to enhance this
- ✓ Opportunities for professional development and progression including support for NPQs

- ✓ Well-resourced and well-managed departments with a collaborative attitude to classroom management and commitment to raising standards and securing achievement for all students
- ✓ Well behaved students that are keen to achieve and are respectful of their teachers.
- ✓ Support for staff wellbeing through access to SAS wellbeing services, including
  - 24 hour GP helpline
  - Health screening service
  - Medical support services
  - Physiotherapy
  - Counselling
- ✓ Fair allowances for staff requiring leave of absence beyond that relating to illness
- ✓ Non-contact time which is above the national minimum requirement of 10% of timetable
- ✓ Cycle to Work schemes

### **Your Application**

The school can **only accept applications** made on our school application form or by using the on-line TES Apply Now function. The completed form should be submitted via email to [recruitment@tchs.org.uk](mailto:recruitment@tchs.org.uk). Download our application form: [www.tchs.org.uk/about-us/employment/](http://www.tchs.org.uk/about-us/employment/)

- Tel: 020 8504 3419
- Closing date for applications: 13th May 2025
- Interviews take place: TBC

### **Early applications are welcome**

We are committed to safeguarding and promoting the welfare of our pupils. Candidates must be willing to undergo child protection screening. This will be to obtaining a satisfactory enhanced Disclosure and Barring Check (DBS). Further details of this can be found on our website:

<https://www.tchs.org.uk/about-us/safeguarding/> All applicants will be subject to social media checks in line with *Keeping Children Safe in Education (KCSIE) 2024*.

Applicants must provide 2–3 referees, including one with access to their employment records. Consent must be obtained from referees. Please refer to the **Notes for Applicants** guidelines for full details.

We reserve the right to close the vacancy early if we receive a volume of suitable applicants. Please note that only candidates selected for shortlisting will be contacted, due to the high volume of applications.



# Job Description

1. To consistently plan and deliver outstanding lessons that will allow stimulating and enjoyable learning to take place.
2. To provide clear structures for lessons which maintain pace, inspiration, motivation, differentiation and challenge for all students and their individual abilities meeting the needs of all learners.
3. Set high expectations for students' work and behaviour. Use teaching methods which sustain the momentum of students' work and keep all students engaged in purposeful learning drawing on current pedagogical developments and research.
4. To teach across the age and ability range as necessary and as requested and contribute to students' opportunities and enrichment within the department and across the school. To ensure that all classes are taught according to school policy and that National Curriculum and examination syllabus regulations are carefully followed at all times.
5. To participate fully in curriculum development and curriculum review, updating and adapting existing units of work or developing new ones as requested.
6. Ensure that students acquire and consolidate knowledge, skills and understanding in Spanish/French.
7. To participate in the programme of after school revision classes according to department requirements.
8. Set, mark and monitor students' classwork and homework in line with school policy and practice, providing constructive oral and written feedback and set targets for students' progress, according to the school's assessment policy and practice.
9. Ensure effective and timely verbal and written feedback to students to assist their progress and ensure that school and departmental marking and assessment policies and practices are followed.
10. Monitor and track individual students' progress and employ strategies for intervention at class or department level in liaison with the Subject Leader, where they are underachieving and not reaching their target levels/grades.
11. Participate in the evaluation of teaching at departmental and individual level in order to improve effectiveness.
12. To support the Head of MFL in all matters of quality assurance.
13. To keep a detailed and accurate Teacher Planner in accordance with school policy and ensure that assessment records both written and on central registers are maintained up to date.
14. Take responsibility for personal professional learning and development and keep up to date with research and developments in relevant subjects. To engage actively in the Performance Management Review process. To keep up to date with national developments related to the subject area.
15. Under the reasonable direction of the Headteacher carry out the professional duties of a school teacher as set out in the School Teachers Pay and Conditions Document.
16. To ensure that all policies and procedures as outlined in the school and departmental handbooks are adhered to and actively promoted.
17. To attend regular department meetings and to liaise with the relevant staff to ensure that they are kept up to date with key issues.
18. To ensure the effective, efficient deployment of classroom support
19. To be responsible for the maintenance of subject displays in a designated classroom or area.
20. To liaise fully with staff and parents as necessary with respect to all aspects of their students' progress
21. To play a full part in the life of the school community to support its distinctive Catholic mission and ethos and to encourage staff and students to follow this example.
22. To act as a form tutor and carry out the duties associated with the role as outlined in the generic job description.



23. To assist in the implementation of the behaviour management system in the school so that effective learning takes place.
24. To be responsible for the safeguarding and promoting the welfare of children/young adults.
25. To undertake any reasonable task as directed by the Headmaster or Line Manager.

### **TLR – Key Stage 3 Co-ordinator**

1. Take an active role in leading the Modern Foreign Languages department in the delivery of the KS3 curriculum.
2. Keep up to date with research and developments in pedagogy and in Modern Foreign Languages and share effective practice with the department.
3. Ensure high standards of teaching and learning are maintained in the MFL department through exercise book audits, lesson observations, learning walks and student voice surveys.
4. Monitor student progress at KS3 through exam analysis, planning and implementing intervention as necessary.
5. Review and update the KS3 Spanish schemes of Learning and Resources and liaise with the Teacher in Charge of French to update the KS3 French Schemes of Learning.
6. Be responsible for organising extra-curricular activities to promote languages across the school with a view to further increasing numbers at KS4.
7. To undertake other duties as required by the head of Department.



## Person Specification – Teacher of Spanish (KS3 and KS4) and French (KS3) preferable

All areas will be assessed by application and at interview.

Qualifications	Essential	Desirable
Educated to degree level in the identified subject	✓	
Qualified Teacher Status	✓	
Able to teach Key Stage 3 & 4	✓	
Background and Experience	Essential	Desirable
Experience of assessment, recording and reporting processes	✓	
Substantial recent and successful teaching experience in secondary schools	✓	
Excellent classroom management skills with the ability to ensure that positive behaviour is a constant feature of the classroom environment	✓	
Ability to demonstrate outstanding teaching practice that is inclusive of all student groups	✓	
Excellent communication skills (oral and written) with children, parents and other members of our school community.	✓	
Excellent ICT skills and able to make appropriate use of ICT for learning	✓	
Experience using SIMS (or similar) software		✓
Evidence of effectively using assessment data to inform teaching/learning in the classroom	✓	
Able to work on one's own, using one's own initiative	✓	





Professional Knowledge and Understanding	Essential	Desirable
Understands the characteristics of high-quality teaching, learning and achievement for all students	✓	
Actively promote the Catholic Ethos of the School	✓	

Skills	Essential	Desirable
Able to manage challenging behaviour of students and support colleagues to manage behaviour	✓	
Able to anticipate problems and find solutions	✓	
Able to develop positive and meaningful relationships with students	✓	
Excellent organisational skills to meet deadlines and manage work load of self and others	✓	
Able to give good quality feedback to students	✓	

Personal Qualities and Attributes	Essential	Desirable
A commitment to equal opportunities and to valuing the achievements of all	✓	
The ability to reflect on own teaching practice, adapting teaching strategies and techniques based on departmental/senior leadership team feedback	✓	
To have self-confidence, energy, reliability and commitment.	✓	
Commitment to participation in the extra-curricular program of the school	✓	