Multi Academy Trust

Job Description

Teacher of MFL French / Spanish

School: Thornden

Salary: MPR/UPR
Hours: Full-time (32.44 hours per week) / we will also consider applications for Part-time (please specify)
Contract: Fixed term contract ending 25th June 2027
Responsible to: Head of MFL
Start date: Ideally from 29th June 2026 or 1st September 2026
Closing Date: Wednesday 18th March 2026
Interview Date: week commencing 23rd March 2026

Job Purpose

- To teach Modern Foreign Languages (we offer French and Spanish) to an outstanding standard to all Key Stage 3 and 4 year groups.
- To assist in raising and maintaining standards of student attainment and achievement in the MFL department.
- To promote learning and to monitor, support and be accountable for student progress in MFL.
- To ensure consistently high levels of professionalism are maintained.
- To promote the school's belief in creating a safe environment for students through robust safeguarding practices and maintaining an environment where students feel confident to approach any member of staff with a concern.

Primary Roles

Professional Standards -

- To maintain the Teachers' Standards at all times.
- To support the aims and ethos of the school as defined through school policies.
- To set a professional example in terms of punctuality and attendance.
- To consistently and fairly apply the school's reward and sanctions procedures.
- To continue your own personal development in accordance with the school's Performance Management cycle.
- To contribute, where appropriate, to the professional development of other teachers.

Teaching Responsibilities –

- To teach MFL to an outstanding standard to students of all abilities in Key Stage 3 and 4.
- To ensure that all lessons are planned with clear aims and objectives.
- To ensure that all lessons are delivered in line with department schemes of work and school policies.
- To scaffold work according to the different abilities of students.

- To encourage students to be actively engaged in their own learning and to review their progress against set targets.
- To ensure a positive classroom atmosphere.
- To encourage and foster intellectual curiosity.
- To deal with inappropriate behaviour quickly and effectively in accordance with the school behaviour policy.
- To set appropriate tasks for homework, and to ensure that the work is regularly marked in line with the department assessment policy.
- To keep careful records of student progress in line with departmental and school policies.
- To attend departmental, tutor, and staff meetings.
- To work closely with Learning Support Assistants and other colleagues to personalise learning wherever reasonably possible to meet the needs of specific students.
- To work collaboratively with the Head of MFL and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, and methods of teaching and assessment.

Pastoral Responsibilities –

- To act as a tutor and to monitor and support the overall progress and development of students in your tutor group.
- To foster the progress and wellbeing of students in general.
- To take an interest in the personal and social needs of students, and to communicate as is appropriate with the relevant Head of Year.

Communication and Management Information -

- To ensure effective communication and consultation with parents and carers of students.
- To ensure the maintenance of accurate and up-to-date information on the school's management information system.

School Ethos -

- To play a full role in school life, to support the ethos of the school and of the HISP Multi Academy Trust, and to encourage all students to follow this example.

Other

- To undertake supervisory duties as is required
- To attend assemblies
- To undertake all training as required
- To work co-operatively with others towards shared goals
- To be aware of and to comply with policies and procedures including those relating to child protection and safeguarding, health and safety, and security and confidentiality
- To promote and ensure the health and safety of students, staff and visitors at all times
- To attend morning briefings

This post is classed as having a high degree of contact with children and is exempt from the Rehabilitation of Offenders Act 1974 (as amended 2013 and 2020). An enhanced disclosure with a check of the Children's Barred List will be sought through the Disclosure and Barring Service as part of HISP Multi Academy Trust's pre-employment checks.

The list of duties in the job description should not be regarded as exclusive or exhaustive. There will be other duties and requirements associated with your job and, in addition, as a term of your employment you may be required to undertake various other duties as may reasonably be required.

Your duties will be as set out in the above job description but please note that the HISP Multi Academy Trust reserves the right to update your job description, from time to time, to reflect changes in, or to, your job. You will be consulted about any proposed changes.