



**Sydenham**  
High School

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**G D S T**  
GIRLS' DAY SCHOOL TRUST

Brief for the position of

**Part-time Teacher of French**  
with another language (Spanish or Italian)

Sydenham High School GDST





Dear Candidate,

Thank you for your interest in the position of Part-time Teacher of French at Sydenham High School. This is a fantastic opportunity for a passionate and dynamic classroom practitioner with proficiency in teaching French from KS3 to KS5, plus an additional language (Spanish or Italian) to join our ambitious school and thriving Modern Foreign Languages department.

Sydenham High is a selective school with a mission to ensure that every girl reaches her full academic potential. We offer a rich and diverse curriculum, alongside outstanding enrichment opportunities outside of lessons, enabling our pupils to develop the skills and personal attributes to prepare them for the challenges and opportunities of an ever-changing society.

We are forward thinking and innovative, looking to provide an outstanding education to our young people as well as the very best in pastoral care. Our purpose is to empower every girl to forge her own path with courage and without limits. This is evidenced in our Careers Programme and the broad range of careers-focussed events on offer, as well as in our leavers' wide-ranging higher education and future pathways.

Successful applicants will show considerable initiative, and be prepared to innovate both in the classroom and in the field. Above all, they will be a passionate individual with high ambitions for our pupils, and strongly motivated to make themselves an active part of the Sydenham High School community.

I very much look forward to meeting you,

Ms Antonia Geldeard  
Head





## Our school

Sydenham High School, was founded in 1887 by four pioneering women, becoming one of the last schools to be opened by the Girls' Public Day School Trust. In 1934, the school transferred to its current site in the leafy suburbs of South East London. Sydenham High prides itself on enriching young minds in a way that will endure a lifetime. The School's original Anglo Saxon motto, 'Nyle ye drede', means 'fear nothing' and our girls are continually encouraged to have a 'can do' approach to all they do. Sydenham High is selective but diverse, welcoming girls with wide-ranging abilities, talents and backgrounds into a close community that is large enough to offer choice and flexibility, but compact enough to ensure that no girl is overlooked.

## The Girls' Day School Trust

The Girls' Day School Trust (GDST) is a leading family of independent girls' schools in the UK, with 23 fee-paying schools and two academies. A registered charity, it has 19,000 students, 4,000 staff and a network of 70,000 alumnae.

GDST schools share an ethos and heritage of girls-only education and are members of a unique network which adds value to each school, student and member of staff. Networking opportunities across the Trust enable staff to share best practice and develop initiatives that benefit all our schools and students. In addition to supporting the work of individual schools in supplying excellent induction and development opportunities for staff, the GDST network provides access to an extensive training programme. This includes development opportunities (including a Middle Leaders' Development Programme and Aspiring Leaders Programme) and grants for individual courses of study.





## Site and facilities

Ongoing investment by the GDST has seen the school's facilities continue to expand. A new Design Technology and Innovation Building alongside a new Sixth Form Centre is planned to open in Summer 2025. A Performing Arts Centre was opened in 2006, comprising a 90-seat Recital Hall and the 152-seat Westwood Theatre, and the assembly hall was renamed Longton Hall and refitted to provide concert and performance facilities. There are specialist features for the teaching of Science, IT, Music, Art and Design and Technology. Sports facilities include an indoor sports centre, large all-weather pitch and a 7.5 acre sports ground in Lower Sydenham. The current Sixth Form centre has been refurbished to include a generous common room, study rooms and classrooms. In 2014, the historic dining hall was refurbished and extended to include a glass orangery, new serving area and new state-of-the-art kitchens.

The Prep School is home to 240 pupils from the age of 4 to 11. It is based in an attractive large Edwardian family house with light and spacious purpose-built modern additions. The school is set within its own attractive grounds, five minutes' walk from the Senior School and takes full advantage of the Senior School facilities. The personalised approach allows each girl to develop at her own pace. Most girls in the Prep School move into the Senior School.

The Senior School has over 515 pupils and our aim is to develop girls as independent learners, who take responsibility for their own learning. The curriculum offered at each stage allows the exploration of personal learning and thinking skills that underpin not just academic but lifelong success.

For more information about Sydenham High School please visit:  
[www.sydenhamhighschool.gdst.net](http://www.sydenhamhighschool.gdst.net).





## Our purpose

We aim to inspire the future generations of creators, independent thinkers and trailblazers. We open eyes and hearts by educating the whole person: to balance mind, body and soul. Our diversity of academic and enrichment opportunities enables every girl to forge her own path, strive to be her best and excel. We seek to empower every girl to discover and nurture her unique talents whether in the classroom, the laboratory, the library, the studio, the field, the water, the community or beyond.

We believe that educating the whole person leads to happy, confident and courageous children who flourish and make a positive difference to their community.

## Our values

**Courage and character:** With our school motto at the fore, ('Nyle ye drede', 'Fear nothing'), we aim to foster in every girl the strength of character and courage to discover and pursue her own path.

**Curiosity for learning:** We seek to empower every girl to learn without limits, cultivating an intellectual and creative mindset through an inspiring and joyful approach to education.

**Culture of kindness:** We focus on developing a happy and respectful community with strong relationships, prioritising every child's wellbeing and celebrating diversity.

**Generosity of spirit:** We aspire to be outward looking, giving back, taking on leadership and having a positive impact.

**"Pupils develop high levels of self-confidence and the inner strength needed to succeed, as a result of an understanding not to fear failure" - ISI, 2020**



## The Role **Part-time Teacher of French with another language (Spanish or Italian)**

The Languages Department at Sydenham High is a dynamic and strong department comprising a mixture of full-time and part-time members of staff, some of whom have other responsibilities in the school. In a selective school, it is a pleasure to stimulate and inspire the students' bright and alert minds, and Languages is a popular subject. The members of the Department therefore employ a variety of teaching methods to meet the aim of encouraging every girl to find success, enjoyment, and satisfaction in their studies. There are four dedicated Languages classrooms in the school centered around the Languages Office. At Sydenham High School we teach four foreign languages ( French, Spanish, Italian and German) from Year 7 to Year 13.

In Year 7, girls are taught French in form groups. Towards the end of Year 7, the pupils will choose a second language which they will continue until the end of KS3. All pupils study a language at GCSE and some pupils will choose to study two languages at GCSE and a few continue to A Level. The AQA examination board is used for GCSE and girls are usually entered at the higher level. Last year around 83% gained grades 9 -7 with 48% achieving a grade 8/9 in French. French is also offered at A Level. The AQA syllabus is followed, and girls also have an additional weekly session with our language assistant.

Teaching is supported by Clevertouch screens in all Languages classrooms, and course specific textbooks for GCSE and A Level. Pupils in all years have also access to various digital platforms to support their learning. We run many co-curricular clubs in the Languages department and are also offering trips locally but also abroad in all languages.

Ideally the candidate will show considerable initiative and be prepared to innovate both in the classroom and in the field. Staff are expected to be digitally literate and are encouraged to develop their personal digital skills.

**The preferred start date for this role is September 2024.**



# The Role **Part-time Teacher of French with another language (Spanish or Italian)**

**Accountable to:** Head of Modern Foreign Languages

**Job purpose:** To teach French from Year 7-13 and another language, at KS3, to motivated and enthusiastic pupils from Year 7 to 13 and be a dynamic, energetic and inspirational teacher.

## **Accountabilities:**

The following items are included in the professional duties which a school teacher may be required to perform under the reasonable direction of the Head.

## **Teaching**

Having regard to the curriculum for the school:

- planning and preparing courses and lessons;
- teaching, according to their educational needs, the pupils assigned to her/him, including the setting and marking of work to be carried out by the pupils in school and elsewhere;
- assessing, recording and reporting on the development, progress and attainment of pupils;
- organising and participating in co-curricular activities;
- ensuring that French schemes of work are used and followed;
- monitoring pupils' work in their the classroom practice;
- keeping up to date with developments in the subject area.

## **Other activities**

- Promoting the general progress and well-being of individual pupils and of any class or group of pupils assigned to her/ him.
- Providing guidance and advice to pupils on educational and social matters and on their further education and future careers, including information about sources of more expert advice on specific questions.
- making relevant records and reports; making records of and reports on the personal and social needs of pupils.
- Communicating and consulting with the parents of pupils as directed by the Head.
- Attending assemblies, registering the attendance of pupils and supervising pupils, whether these duties are to be performed before, during or after school sessions.
- Communicating and co-operating with persons or bodies outside the school.

- Participating in meetings arranged for any of the purposes described above.
- A willingness to participate in and organise trips.
- Contributing, wherever appropriate, to the wider life of the school.

## **Assessment and reports**

- Providing or contributing to oral and written assessments, reports and references relating to individual pupils and groups of pupils.

## **Co-curricular activities**

- Actively promote interest in the subject outside the immediate physical and timetabled confines of the department;
- Participating in and organising trips abroad at least once a year.

## **Appraisal**

- Participating in arrangements made by the GDST for the appraisal of her/his performance and that of other teachers.

## **Further training and development**

- Reviewing from time to time her/his methods of teaching and programmes of work;
- Participating in arrangements for her/his further training and professional development as a teacher.

## **Educational methods**

- Advising and co-operating with the Head and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements.

# The Role **Part-time Teacher of French with another language (Spanish or Italian)**

## **Discipline, health and safety**

- Maintaining good order and discipline among the pupils and safeguarding their health and safety both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere.

## **Staff meetings**

- Participating in meetings at the school which relate to the curriculum for the school or the administration or organisation of the school, including pastoral arrangements.

## **Cover**

- Supervising and, so far as practicable, teaching any pupils whose teacher is not available to teach them.

## **Public examinations**

- Participating in arrangements for preparing pupils for public examinations and in assessing pupils for the purposes of such examinations; recording and reporting such assessments; and participating in arrangements for pupils' presentation for and supervision during such examinations in accordance with both internal and external regulations.

## **Administration**

- Participating in administrative and organisational tasks related to such duties as are described above, including the management or supervision of persons providing support for the teachers in the school and the ordering and allocation of equipment and materials.

## **General Requirements**

All staff are expected to:

- work towards and support the school vision and the current school objectives outlined in the School Development Plan;
- contribute to the school's programme of extra-curricular activities;
- support and contribute to the school's responsibility for safeguarding students;
- work within the school's health and safety policy to ensure a safe working environment for staff, students and visitors;
- work within the GDST's Diversity Policy to promote equality of opportunity for all students and staff, both current and prospective;
- maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with students, parents and colleagues;
- engage actively in the performance review process;
- adhere to policies as set out in the GDST Council Regulations, notes of guidance and GDST circulars;
- undertake other reasonable duties related to the job purpose required from time to time.

**This job description should be seen as enabling rather than restrictive and will be subject to regular review.**



# Person Specification    **Part-time Teacher of French with another language (Spanish or Italian)**

## **Educational Attainment & Training**

- A good honours degree in the subject - First or upper second
- Qualified teacher status/PGCE or NQT Teacher Training
- Post graduate qualifications - Masters degree/ post graduate diplomas desirable

## **Knowledge Base**

- Excellent professional knowledge and understanding
- Excellent subject knowledge
- Understanding of national and examination curricular requirements of the subject
- A sound awareness of the impact of ICT in education
- Up to date with professional developments in the subject and other aspects of education

## **Experience**

- Experience as a French teacher – KS3/KS4 /KS5, plus another language at KS3
- Teaching experience in a selective Senior School
- Experience of organising or participating in co-curricular activities

## **Skills Required**

- Excellent written and oral communication skills: the ability to make points clearly and understand the views of others
- Teamwork: the ability to work collaboratively with others
- Self-management skills: the ability to plan time effectively and organise oneself well

## **Attitude/ Approach**

- Ability to enthuse children and adults - Passion for the subject
- Possess a positive attitude and approach to change and development
- Flexible and firm with the ability to know when to be either
- Enjoy rising to the challenges inherent in a school environment
- Lifelong learner

## **Personal Qualities**

- Good interpersonal skills
- Suitability to work with children in accordance with the GDST's Safeguarding Policy
- Willingness to make a contribution to co-curricular activities

# How to Apply **Part-time Teacher of French with another language (Spanish or Italian)**

To apply, go to

[https://my.corehr.com/pls/gdstrecruit/erq\\_jobspec\\_version\\_4.jobspec?p\\_id=034607](https://my.corehr.com/pls/gdstrecruit/erq_jobspec_version_4.jobspec?p_id=034607)

Please submit your application form and cover letter by **6pm on Sunday 24 March 2024**.

Starting salary will depend on the experience and qualifications of the successful candidate. We offer a competitive salary and benefits package and a strong professional development programme.

These benefits include:

- Competitive salaries and pay progression
- Access to extensive professional development opportunities
- Training grants for qualifications
- Generous pension schemes
- Free school lunches
- Financial guidance and support
- Retail and lifestyle discounts
- A discount of up to 50% on fees for children at GDST schools

We reserve the right to interview at any point during the recruitment process, so early applications are encouraged. References for candidates invited to interview will be taken before the interview.

Sydenham High School and the GDST (Charity Registration No. 1026057) are committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including online searches, checks with past employers and the Disclosure and Barring Service.

