



APPOINTMENT OF:

TEACHER OF FRENCH

January 2024

Part-time or Full-time

Completed applications should be returned to recruitment.academic@johnlyon.org



ABOUT JOHN LYON

John Lyon is an academically selective independent day school, based in Harrow-on-the-Hill in North West London. Having educated boys from Harrow and surrounding areas since 1876, John Lyon welcomed its first girls as pupils in September 2021. The School has moved from being a senior school to an all through 3-18 school, following an amalgamation with Quanton Hall in 2021.

Academic excellence is at the very heart of what pupils who study here seek to achieve. Pupils' academic standards and personal development were both rated the highest possible 'excellent' in our most recent ISI school inspection.

“ The school community transcends cultural difference and exudes an ethos of inclusivity through natural acceptance.

ISI Inspection Report, January 2020

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With the opportunity to explore this broad curriculum and gain a solid grounding in all the major academic subjects, pupils work alongside dedicated teachers to develop learning skills, creativity and the ability to fully apply themselves in all areas of life. They perform well from the point they join and go on to achieve excellent results in public examinations at GCSE and A-Level. Most students are rewarded for their hard work by gaining places at leading UK universities, before progressing into the workplace in a huge and varied range of valued professions.

John Lyon pupils also gain from their time outside the classroom. The School has a strong reputation for opportunities and success in Music, Art, Drama and Sport. Add to this an exciting Co-Curricular Programme focusing on a sense of community, achievement and wellbeing, a range of more than 100 extra-curricular activities, and pastoral care that is second to none, a John Lyon education is designed to nurture high-achieving and happy children.

The John Lyon School campus is spread across six buildings at the senior school, the Quanton Hall school site, and a 28-acre mixed sporting facility a short walk away at Sudbury Fields and is part of John Lyon's Foundation which includes the Harrow Family of Schools. We have a clear set of values that are vital to our community. These values shape who we are, what we do and how we do it.

“ Pupils recognise and appreciate that staff have high expectations and allow them sufficient independence to develop self-control and self-motivation.

ISI Inspection Report, January 2020 ”



THE COMMON ROOM

John Lyon has a very friendly and diverse Common Room with a mix of colleagues living locally, in London and as far afield as Hertford, Bucks, Berkshire, Essex and Surrey. Many academic staff join the School straight from university whilst more experienced staff have taught in either independent schools, state Schools or both. The Common Room runs a termly programme of wellbeing activities which is well supported by academic and support staff. This includes theatre trips, celebratory meals, yoga, charity quiz nights and fixtures in archery, football, cricket, hockey and golf.



AMBITION



EXCELLENCE



INNOVATION



RESOLVE



HERITAGE



COMMUNITY



ENQUIRY



CREATIVITY



“ Pupils have outstanding levels of competency in information and communication technology (ICT) and its application to other areas of learning. ”

ISI Inspection Report, January 2020

THE DEPARTMENT

French and Spanish are taught as main languages from Year 7 through to the Sixth Form. Pupils may take both to GCSE, with a growing number going on to take languages in the Sixth Form at A-Level. French teachers may also offer other languages as part of the School's Co-Curricular Programme.

The French and Spanish Departments share the use of five teaching rooms. All teaching rooms have excellent IT resources including audio and video provision.

All students follow the AQA syllabus for both French GCSE and French A-Level. The department runs a trip to France for GCSE students in addition to cultural enrichment visits to the BFI and Institut Français in London. Most Year 7 pupils have visited Paris as part of their School induction. The department has a Foreign Language Assistant who works with GCSE and A-Level classes.

GCSE students are encouraged to participate in the French Excellence club and A-Level students are supported with enrichment

“ Pupils demonstrate an excellent grasp of numeracy as they confidently apply their numerical knowledge in mathematics and in other subjects. ”
ISI Inspection Report, January 2020

activities and advised to present cultural talks for School JLy and Talks-on-the-Hill events. In a typical year, 75% of candidates score level 6 and above at GCSE. A-Level class sizes are typically smaller and facilitate an excellent knowledge of the students' strengths and weaknesses enabling them to achieve the highest grades.

Applicants without formal teaching qualifications or experience will be considered for this position. John Lyon is excellent at training and developing teachers through its induction programme and by working with PGCE providers. Many highly successful teachers have started at John Lyon with no formal teaching qualifications. For applicants without a teaching qualification we are looking for: passion for their specialist subject; excellent subject knowledge; enthusiasm; strong listening and communication skills; determination and resolve; a desire to get fully involved in the extra-curricular life of the school. John Lyon supports unqualified teachers in achieving Qualified Teacher Status and the Post Graduate Certificate of Education qualification whilst working at the School.



“ Pupils show a strong aptitude for reading and write effectively for a wide range of purposes. ”
ISI Inspection Report, January 2020

RESPONSIBILITIES

A Teacher of French reports to the Head of Department and is specifically responsible for the learning and teaching of French, ensuring that each pupil is positively challenged and encouraged to develop their potential to the full. The ability to teach some Spanish would be an advantage, but not essential, and, with the integration of Quainton Hall, John Lyon's Prep School, an eagerness to teach a portion of the timetable in the Prep years would also be welcomed.

SPECIFIC RESPONSIBILITIES

- Planning and teaching lessons to the curriculum;
- Ensuring that assessment is both regular and thorough and that full records of pupils are kept;
- Undertaking development and training in the department and the school;
- Attending regular departmental meetings, and other meetings as appropriate with the Head of Department and other senior colleagues;
- Attending ECT meetings if appropriate;
- Cooperating with other Departments in the School;
- Cooperating with Department members;
- Liaising with Heads of Year and the Head of Department in matters concerned with pupil discipline and behaviour;
- Ensuring Health and Safety and Child Protection guidelines are followed;
- Creating and maintaining a stimulating environment in departmental rooms;
- Implementing all School policies, and all Departmental policies;
- Contributing to the SMSC and PSCE development of pupils;
- Completing any other duties that may be reasonably asked by the Head of Department



“Pupils achieve superb results in Sports, Performing and Creative Arts.”

ISI Inspection Report, January 2020



ADDITIONAL SPECIFIC RESPONSIBILITIES

- Participating in and assisting with the organisation of trips and activities to enhance the learning of pupils within the School;
- To be available as a tutor to an assigned tutor group and to carry out related duties in accordance with the general job description of Form Tutor;
- To stimulate and sustain extra-curricular interest in their subject through clubs and competitions.

GENERAL DUTIES

- To embrace the School's Values and encourage pupils to develop them;
- To carry out a share of supervisory duties and detentions in accordance with published schedules;
- To participate in appropriate meetings with colleagues and parents;
- To contribute to the PSCE programme when required;
- To attend whole School events e.g. Open Days, Speech Day etc;
- To provide cover and examination assistance as required;

- All staff are required to contribute to the School's Extra-Curricular and Co-Curricular programmes.

It should be noted that a job description is not an exhaustive list of activities, and employees may be asked to carry out other duties commensurate with the grade of the post. The job description may also be amended to take account of changed circumstances, and employees will be consulted if this is necessary.

PERSON SPECIFICATION FOR ALL TEACHING APPOINTMENTS

In making an appointment at the John Lyon School we look for the person who, at interview and by virtue of their qualifications, best demonstrates that they:

- are suitably qualified for the responsibilities of the post,
- has good interpersonal and communication skills with pupils and colleagues,
- has good listening skills and respect for all pupils,
- has the ability to form relationships and to motivate pupils,
- has the ability to generate enthusiasm for the work of the department,
- can demonstrate high standards in the
- necessary professional competencies required of teachers:
 - subject knowledge and application,
 - classroom management,
 - assessment, recording and reporting students' progress,
 - teaching effectively throughout age and ability range.
- has confidence to contribute their own ideas and initiatives to the philosophy of the School,
- is willing to be involved in the wider activities of the School,
- has a practical understanding of administrative demands,
- has a commitment to personal and professional development.

It is the post holder's responsibility to promote and safeguard the welfare of children and young persons for whom they are responsible, or with whom they come into contact, and to adhere to and ensure compliance with the School's Child Protection Policy Statement at all times. If, in the



course of carrying out the duties of the post the post holder becomes aware of any actual or potential risks to the safety or welfare of pupils in the School they must report any concerns to the School's Designated Safeguarding Lead.

This position is subject to an ENHANCED DBS certificate in the event of a successful application. Copies of the School's Code of Practice and Policy on the Recruitment of Ex-Offenders are available from the HR department

In accordance with the Health and Safety at Work Act 1974 all employees have a duty to look after their own and others' health and safety. As a provider of employment and education, we value the diversity of our staff and pupils. We are committed to providing a fair, equitable and mutually supportive learning and working environment for our pupils and staff.

SCHOOL BENEFITS



Membership of the competitive Harrow Coporation DC Pension Scheme - details on page 10



Competitive salary, above that of the maintained sector



Surface Book for every member of teaching staff



Use of the School's Sports Centre (including swimming pool)



Commitment to professional development



Discount membership to Harrow School's Golf Club



Fees remission for children of staff



Complimentary lunch during term-time



Cycle to Work Scheme

Academic Staff Pension Scheme

Teaching Staff at John Lyon School have access to a defined contribution scheme, provided by Aviva for the John Lyon's Foundation



Salary enhanced by

6%



An employer's pension contribution of

14.5%



An employee's pension contribution of

6% or more if desired



Provision of Death in Service cover worth

3x the annual salary



Provision of Income Protection, based on

50%

of earnings (increasing in line with RPI, capped at 5%) to State Retirement Age



Provision of Health Cover via access to a subsidised Medical Cash Plan



Option of making a tax-efficient **Salary Sacrifice** for pension contributions, which generates **National Insurance savings** for the employee as well as the employer, with

50% of the School's saving added as an **additional pension contribution** for the individual

For more information on the scheme, please email recruitment.support@johnlyon.org



QUAINTON HALL
JOHN LYON'S PREP SCHOOL



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