



Aldenham  
founded 1597

## **TEACHER OF SPANISH**

**September 2017**

**Information for applicants**

## **Teacher of Spanish**

The School wishes to appoint a Teacher of Spanish for September 2017. The successful candidate will be expected to teach Spanish to GCSE and A Level and will be part of a group of five teachers of MFL within the School. Whilst the main focus of the role will be to teach Spanish, the ability to offer some teaching of French would be considered beneficial.

Whilst not an exhaustive list the principal responsibilities are:

1. To teach high quality Spanish lessons.
2. To plan lessons which are sufficiently differentiated to engage all pupils.
3. To monitor and evaluate the progress of pupils through the marking of books, tests and exams.
4. To record pupils' attendance and progress in a suitable format.
5. To report regularly and professionally to the parents and guardian of each pupil.
6. To attend Departmental and Staff meetings and to liaise with the Head of Department and pastoral staff on pupils' progress and other teaching and learning matters.
7. To be involved in the evaluation and development of schemes of work.
8. To take a full and active part in the Activities and Games programme.
9. To be prepared to take on pastoral duties at the request of the Headmaster.

## **Aldenham School Languages Department**

The Languages Department offers Spanish and French to GCSE and A level and comprises five teachers and one Assistant. In Year 7, we offer both French and Spanish. Pupils must choose, at the end of Year 7, which language they would like to continue in Years 8 and 9 before asking them to commit for GCSE. The vast majority continue their study of a foreign language to GCSE when picking their options for Year 10. Students are prepared and entered for the AQA GCSE and AQA A level course.

Spanish is a popular subject at Aldenham and there is good level of motivation and enthusiasm among pupils and staff alike. We are a vibrant well-resourced department. In addition, Year 11 A level pupils have the opportunity of weekly individual conversational sessions. To supplement our text books, we subscribe to a variety of support programmes such as Vocabexpress, ActiveTeach. We also have our own VLE. The library subscribes to a variety of journals and magazines. In Year 10, all language pupils are offered a trip to a target country during a residential trips week. The post is likely to suit a person with energy, ambition and flair and who is willing to take on departmental responsibilities and aspire to lead a Spanish or Languages department in the future. All staff are expected to contribute fully to extra-curricular activities. The successful candidate must be ICT literate.

The post is likely to suit a person with energy, ambition and flair and who is willing to take on departmental as well as full school extra-curricular activities. The successful candidate must be ICT literate.

Applicants are likely to be teachers with appropriate experience and training, but we would also consider NQTs or those who would be willing to be trained through the PGCE programme at the University of Buckingham. The ability to contribute significantly to the wide-ranging extra-curricular programme in the department and the school will be a consideration in the appointment.

Applications (with letter of application, together with the completed application form which must include addresses and telephone numbers of two referees) may be handwritten or word-processed and should outline personal ambitions as well as professional interests. Applications should be addressed to Mr J C Fowler, Headmaster, Aldenham School, Elstree, Hertfordshire WD6 3AJ.

### **Salary and Conditions**

The salary for this post will depend upon the qualifications and experience of the candidate and will be discussed at interview. The School participates in the Teachers' Superannuation Scheme run by the TPA. Candidates should note that the school is committed to safeguarding and promoting the welfare of children and that all appointments are subject to an enhanced check with DBS.

The School has a strong commitment to professional development and it is a condition of employment that all members of staff participate in any scheme of appraisal, review and professional development currently operating in the School.

Accommodation may be available. Help is provided with removal expenses and there is a generous scheme for the education of the children of staff.

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**The closing date for applications is Tuesday, 2 May 2017.**

The Head of Languages, Marta Bustamante, will be pleased to talk to those seeking further information about the position. She can be contacted by telephone (01923 858122) or by email - [mbustamante@aldenham.com](mailto:mbustamante@aldenham.com)

## **Introduction to Aldenham School**

The key aims of Aldenham School are to:

- § Encourage each pupil fully to develop his or her intellectual, physical and cultural talents.
- § Emphasise the importance of the social, moral and spiritual dimensions of community life in a modern society.
- § Set appropriate goals to challenge each individual within a small caring community.
- § Recognise and reward personal and collective achievement in a positive learning environment.
- § Nurture in pupils the character and skills with which to meet the challenges of life beyond school.
- § Maintain and develop a team of professional teachers who seek fulfilment in their work through the progress of their pupils.
- § Forge a partnership with parents and the wider community for the further development of the aims and life of the School.

### Background to Aldenham School

Aldenham School was founded in 1597 and has remained on the same outstanding site ever since - surrounded by green fields, yet only 12 miles from Marble Arch. It has always been a relatively small school with a very strong boarding ethos and its reputation as an excellent environment for a high quality; all round education owes much to its small, close knit and supportive community. Central to our educational aims is the achievement of every child's academic potential, but the building of confidence comes equally from participation in sport, music and drama and by meeting the challenge of living and working together within the disciplined community that is at the heart of Aldenham.

The Aldenham Foundation has a shared governing body of which the Headmaster is the Chief Executive. The Senior School educates around 560 boys and girls (11-18), together with the Preparatory School, which educates around 150 boys and girls (3-11) on the Aldenham Campus. St Hilda's School, Bushey educates around 150 (girls only, 3-11) and is based on a separate site around 4 miles away.

There are seven Houses constituting Aldenham School: a Junior House, Martineau's for approximately 120 11-13 year-old pupils of whom up to 24 can be boarders; one senior (13-18) Day House for boys (Leeman's) and from 2017 one senior (13-18) day house for girls (Riding's); a Senior Boarding and Day house for girls; and 3 senior Boarding and Day Houses for boys. There are girls in each of the year groups in the school with around one third of the pupils being girls in the junior years. The School offers a wide variety of day and boarding options. The day pupils' programme operates from around 8.20am until 5.30pm.

Boarders may either stay throughout the entire week as full boarders, or can be flexi boarders. Flexi-boarding is an increasingly popular option. Around 170 pupils are either full boarders or flexi boarders. Boys and girls can move between these systems according to changes in family circumstances over their career in the school. It is interesting to note that a high proportion of the boarders live within a 20 mile radius. The Boarding provision of the School was inspected by OFSTED in March 2011 and was judged to be "outstanding".

The most recent full inspection of the School was undertaken by ISI in November 2012 and produced an exceptional outcome with the highest grade of "excellent" being given in all categories. A full copy of the Inspection Report can be found on the school website.

Teaching loads are generous, with 25 out of 35 periods being the norm but colleagues are required to contribute fully to the life of the school and to help with games, activities and as tutors in the day and boarding houses. Drama, Music, Adventure Training and the Duke of Edinburgh Scheme all thrive at Aldenham as well as "minor" sports such as sailing, fives and golf. The CCF was reintroduced in September 2006 after a gap of 17 years and now has 100 student cadets. The major boys' sports are football, hockey and cricket which the school plays at a high level in all three terms. Girls also have a full games programme with their major sports being hockey, netball and rounders.

All pupils take a broad but balanced curriculum up to GCSE of around 10 GCSE/iGCSE subjects in Year 11. The majority go on to the Sixth Form where a linear structure is used to enable most students to take 3 A Levels, although some will be offered the chance to take 4. Beyond A-Level, the overwhelming majority go on to universities with a number doing GAP years or visits overseas.

In recent years, there has been a major development and refurbishment programme especially within the day and boarding house accommodation, which has been expanded and improved. There is a very significant ongoing programme of investment in ICT both for teaching and learning and for management and administration. Computing, Dance, Design Technology (Graphics, Resistant Materials and Textiles), Drama, Government and Politics, Media Studies, Music Technology and Psychology all form part of a broad curriculum. A full sized Sports Hall is at the centre of the games programme, which makes available an extremely wide variety of sports to boys and girls.

There are a number of regular school visits in the UK and abroad: many field trips, modern language exchanges, skiing, cultural visits to many parts of the world and many pupils go on Outward Bound Expeditions, to places far and wide, including in recent years to the Brazil, the Himalayas, Iceland, Malawi, and Morocco. The school's buildings have undergone extensive renovation and refurbishment over recent years. The teaching block for English and Modern Foreign Languages, The Richard Platt Building was opened in 2005 and the new School Theatre opened for use in November 2007. The junior boarding house opened in September 2008. The School's newest building, The Wells Centre, which includes a new Sixth form Centre as well as teaching areas for Psychology and Music was officially opened in September 2012.

Aldenham is a Christian foundation and its members are expected to share in a framework of Services in the Chapel. It is the Christian ethic that provides our strongest guide towards matters of behaviour and aspiration in the school. A very wide range of racial and religious backgrounds are represented and welcomed within the School and a friendly and supportive atmosphere is our aim and our achievement within the school community.

Further details about Aldenham, including a tour of the school, Aldenham in the media and our prospectus can be seen on our website:

**[www.aldenham.com](http://www.aldenham.com)**