



Teacher of French  
Full time 1.0 FTE, Permanent  
Candidate Information Pack



Small enough to care, big enough to deliver a positive impact

## **Executive Headteacher's welcome**

Thank you for your interest in this opportunity to join our schools as a **Teacher of French**. This post is suitable for an ECT, as well as experienced teachers. The post will be working across our federation, at both Astley Community High School and Whytrig Middle School. This candidate information pack will tell you much more about the school and the role.

The Seaton Valley Federation of schools comprises Astley Community High School and Whytrig Middle School which share the same site in Elsdon Avenue, Seaton Delaval, along with Seaton Sluice Middle School which is 2.5 miles away. The three schools share a single governing body.

We are also about to embark on an exciting new chapter. Northumberland County Council has recently announced plans for a multi-million pound investment to create a brand new building for Astley Community High School and Whytrig Middle School. The new site brings exciting opportunities for teaching and fantastic new facilities for staff and students.

I am immensely proud to be Executive Headteacher of all three schools. We strive for excellence in the education we provide for our students and are a focal point for the local community. All three schools are rated as 'Good' by Ofsted. I strongly believe that the relatively small size of all three schools provides a great environment to get to know our young people well, so that we are able to understand and respond to each individual's needs and enable them to succeed.

I hope that the information within this pack will encourage you to apply for this opportunity. If you would like an informal discussion about the post then please contact me on **0191 2371505** via Angela Vintis, my PA.



**John Barnes, Executive Headteacher – Seaton Valley Federation of Schools**

## Our ethos and values

We have three main themes to our ethos:

1. To know every child academically and pastorally as a complete young person.
2. To treat everyone and everything with respect.
3. To strive for everyone to be as good as they can be and to be proud of doing well.

Our schools are small enough to care but big enough to deliver a positive impact.



All three schools in the Seaton Valley Federation share a set of core values. We expect that all members of our school community will:

- develop their self-knowledge, self-esteem and self-confidence
- respect the laws of England and will know right from wrong and ensure their actions reflect this
- accept responsibility for their behaviour
- show initiative and contribute in a positive way to the school community, the local community and society in general
- show respect for each other and all other people
- show tolerance and respect for different cultures and traditions and will never act in such a way that these cultures or traditions are abused or attacked
- show respect for the rule of democracy and respect for the democratic principles of England.

## About Our Schools

	Age Range	Total number of pupils	Number in sixth form
Astley Community High School	13 - 18	608	163
Seaton Sluice Middle School	9 - 13	310	N/A
Whytrig Middle School	9 - 13	325	N/A

Astley Community High School attracts a number of students from outside the Seaton Valley area. There is a strong sixth form and we typically retain 75% of our Year 11 students for further study. More information including our prospectus is available from: [www.svf.org.uk](http://www.svf.org.uk)

## About our performance

	Overall Effectiveness	Last Ofsted Inspection
Astley Community High School	Good	November 2019
Seaton Sluice Middle School	Good	July 2023
Whytrig Middle School	Good	November 2021

We are very proud all three schools in Seaton Valley Federation are rated as **GOOD** schools by Ofsted. The most recent inspection at Whytrig Middle judged the school to be a Good school overall and 'Outstanding' for behaviour and attitudes. See below some of the comments made on our most recent Ofsted reports:-

"Pupils say that they are very proud of their school. They struggle to think of anything they would want to improve about it. One pupil said, 'There are too many good things and I would not have time to tell you about them all.' Staff and school leaders care deeply about the pupils and have high expectations of them. This is an inclusive school. Relationships in classrooms are excellent. Teachers say that they love working here because they can really teach. There is a culture of safety in the school. Pupils say they feel safe and they value the work of the school in helping them to understand how to keep themselves safe." **Ofsted 2019 (ACHS)**

"This school is an inclusive environment where pupils value each other. They respect and celebrate difference. There is a strong sense of community and pupils feel responsible for each other. Pupils spoken to would all challenge bullying if they saw it. Parents and carers and pupils agree that if bullying does occur, it is dealt with effectively by staff. Pupils feel safe and happy here. They are rightly proud of their school. Behaviour is exemplary. Pupils who have previously found school difficult thrive and flourish here. The culture and relationships are exceptional at Whytrig. Both staff and pupils flourish here. School leaders place a high priority on keeping pupils safe." **Ofsted 2021 (WMS)**

## **About Our Structure and Senior Leadership Team**

The Seaton Valley Federation executive leadership team is led by the Executive Headteacher and consists of the Heads of School for Astley Community High School, Whytrig Middle School and Seaton Sluice Middle School, as well as the federation's Business Director. This team focuses on strategic leadership across the federation.

The Astley Community High School senior leadership team is led by the Head of School, Richard Goodman and consists of the Assistant Headteacher Teaching and Learning/Sixth Form Adam Ironside, Assistant Headteacher Curriculum Lou Power, Assistant Headteacher Behaviour and Attendance Dan Gilhooley, Assistant Headteacher SEND/Disadvantage Kath Lennon, and the Business Manager- HR Janet Das and is supported by two associate members.

The Whytrig Middle School senior leadership team is led by the Head of School, Jon Souter, and includes the Assistant Headteachers, Kath Lennon and Helen Campbell, Business Manager Gary Taylor and SENCo Jenn Thompson.

Each senior leadership team works closely together across the federation. This allows for new ideas to be trialled in one school and then shared across the federation. Each member of the senior leadership team also has a focus across the federation.

## **About the Faculty**

This candidate information pack will tell you much more about the role and our schools, but we know you will want to know more about the team you will be joining. We have 4 specialist French teachers across the schools, 1 based in Seaton Sluice Middle School and 3 based across Astley Community High School and Whytrig Middle School.

At Astley Community High School you will join the humanities faculty, a highly focused team of seven teachers who are committed to delivering high quality lessons for a range of subjects (Geography, History, French and RE).

At Whytrig Middle School, there is a definite primary feel to the pupils learning in Key Stage 2 where they are mainly form class based, although they do have access to specialist teachers in French, PE, music and technology. This continues throughout Key Stage 3 where the students move around the school for specialist lessons, enabling a smooth transition to high school.

Staff are keen to develop new teaching methods and resources for the pupils we teach. Our schools have developed a consistent approach to differentiation, questioning, feedback and stretching the most able.



**John Barnes, Executive Headteacher**

## About the Whytrig Middle School team

Over the next few pages you will find the advert, job description and person specification for the post of French Teacher but we know that you will want to know more about how we work. Although there is a shared Senior Leadership Team for Astley Community High School and Whytrig Middle School, the majority of teaching staff at Whytrig work within the school.

Children enter our school in Year 5, which continues through to Year 8. Pupil numbers in our school have grown significantly in recent years, with extra provision for those additional places on site. Key Stage 2 currently consists of 70 pupils in Year 5 and 76 pupils in Year 6. Year group leaders ensure that there is a co-ordinated approach across the school and take the lead in their pastoral support. However, it is the role of the child's class teacher that is crucial in ensuring that our children have the day-to-day care and support to be able to reach their potential at Whytrig.

Support staff generally work across both Astley Community High School and Whytrig Middle School as we share a single site. Our team of Teaching and Learning Assistants provide effective support to meet the individual needs of SEND students and other children who might just need that extra bit of help in the early stage of their middle school experience, particularly in the core subject areas.



**Jon Souter, Head of School WMS**

## About the Astley Community High School team

Many thanks for showing interest in the position of **Teacher of French** at Astley Community High School. This is a great place to work - as a small school there is a real sense of community. Staff are able to fully get to know the students in both an academic and pastoral sense. Behaviour across the school is good with the vast majority of students putting into practice our behaviour expectations of being ready, respectful and safe on a daily basis. Our students from Year 9 into the Sixth Form have a focus on wanting to learn - this helps to foster an attitude of wanting to achieve the best they can.

I hope that the information within this pack will encourage you to apply for this opportunity. If you would like an informal discussion about the post or you would like to organise a visit to school then please contact me or Nicola Midgely (Head of Faculty for Humanities) on **0191 2371505**.



**Richard Goodman, Head of School ACHS**



## **Seaton Valley Federation of Schools**

Elsdon Avenue  
Seaton Delaval  
Tyne and Wear  
NE25 0BP  
0191 237 1505

### **Teacher of French**

Main / Upper Pay Ranges (£30,000 to £46,525)  
Permanent, 1.0 FTE  
Required from 1 September 2024

### **Small enough to care, big enough to make a positive impact**

As a 13-18 school in south east Northumberland with good standards of teaching and behaviour and a strong commitment to improvement, we believe passionately that every student should be enabled to succeed in all aspects of school life. Building on our 'Good' rating by Ofsted, we continue to strive for further improvements.

This specialist role is to teach French across Key Stages 3 and 4 from Year 7 to Year 11. You must be an excellent practitioner with a strong track record in delivering French, you will also ideally have some experience of Key Stage 2 although this is not essential, you should be committed to working collaboratively in a strong and hard working department, and be able to meet the varied demands of the school environment, by working enthusiastically and be able to inspire pupils to achieve high standards both academically and personally. There may be some opportunity in this role to teach A Level also.

Student behaviour and attitudes to learning are good throughout the school and we need a highly motivated individual who can enable students to exceed their expectations and have high aspirations for their futures.

This full time role will be based across the federation, working at Astley Community High School and Whytrig Middle School, which shares the same site.

Visits to the schools are also warmly welcomed and encouraged. Please email [vacancies@svf.org.uk](mailto:vacancies@svf.org.uk) to make an appointment.

We are committed to safeguarding and promoting the welfare of children and young people. It is essential that all staff and volunteers share this commitment. An enhanced criminal records check from the Disclosure and Barring Service is required for all posts.

Interested in applying? A completed application form must be submitted **by Wednesday 1st May, 9am via e-mail to [vacancies@svf.org.uk](mailto:vacancies@svf.org.uk)**

It is expected that interviews will take place on **Tuesday 7th May**

Further information about all of our current vacancies is available at: <http://www.svf.org.uk/vacancies>

## JOB DESCRIPTION

<b>Post Title:</b> <b>Teacher</b>	<b>School:</b> <b>Seaton Valley Federation</b>
<b>Payscale:</b> Main/Upper Range	<b>Date:</b> September 2015
<b>Responsible to:</b> Relevant member of SLT or TLR postholder and to relevant Student Progress Leader/Head of School as a form tutor	<b>Responsible for:</b> N/A
<p><b>Job Purpose:</b> To be accountable for the progress and attainment of own students through effective teaching and learning and consistent implementation of school policies and departmental guidelines.</p>	
<p><b>Duties and key result areas:</b></p> <p><b>General</b></p> <ul style="list-style-type: none"> <li>● Carry out the professional duties of a teacher as set out in the School Teachers' Pay and Conditions Document. Carry out teaching duties in accordance with relevant policies, departmental guidelines, schemes of work and the National Curriculum.</li> </ul> <p><b>Generic Teaching and Learning Responsibilities</b></p> <ul style="list-style-type: none"> <li>● Establish a purposeful and safe learning environment and manage learners' behaviour constructively by establishing and maintaining a clear and positive framework for discipline and a supportive culture in line with the agreed behaviour policy.</li> <li>● Plan effectively in the short, medium- and long-term and prepare effective learning sequences, lessons and work across a series of lessons to ensure coverage of the curriculum and that the needs of all learners are met. Plan and prepare homework and other out of class work.</li> <li>● Be aware of and apply a range of teaching and learning approaches which identify, build upon and develop pupil learning styles, and the ability to learn independently.</li> <li>● Teach across a range of abilities and ages commensurate with the teacher's experience and skills.</li> <li>● Assess, record and report on the development, progress and attendance of learners and analyse relevant data to promote the highest possible aspirations for learners and target expectations and actions to raise learners' achievements. Set accurate targets for pupil improvement and monitor progress towards these. Provide timely, accurate and constructive feedback on learners' attainment, progress and areas for development.</li> <li>● Liaise effectively with parents/carers through informative oral and written reports on pupils' progress and achievements according to the agreed assessment and reporting schedule. Discuss appropriate targets with parents/carers and encourage them to support their child's learning, behaviour and progress.</li> <li>● Demonstrate ongoing development and application of teaching practice, expertise and subject competence to enrich the learning experience within and beyond the teacher's assigned classes or groups of learners.</li> </ul>	

- Attend continuous professional development activities when required to update knowledge of the National Curriculum, syllabus changes and national initiatives which impact upon teaching, pastoral or other responsibilities.
- Communicate effectively and work collaboratively within and beyond the classroom with support staff (including directing their day-to-day work and planning lessons), teachers, other professionals, parents, carers, agencies and communities, to enhance teaching and learning and promote the positive contribution and wellbeing of learners.
- Contribute to the development and implementation of priorities, policies and activities in order to enable school development plan priorities to be achieved.
- Promote and implement policies and practices that encourage mutual tolerance, respect for diversity and the core values of the Seaton Valley Federation of Schools.
- Undertake the role of form tutor, if required to do so, and follow the guidance given by the Head of School and Student Progress Leaders.
- Carry out supervisory duties before school, at break or after school as required.
- Attend department and other school meetings as required.

In addition, Upper Pay Range teachers are expected to:

- Make significant contributions to implementing workplace policies and practice and to promote their implementation.
- Give advice on the development and wellbeing of children and young people, if required.
- Promote collaboration between colleagues and contribute to their professional development through coaching and mentoring, demonstrating effective practice, and providing advice and feedback.
- Make a significant contribution to school improvement planning and evaluation.

### **Whole School Responsibilities**

- Promote the safeguarding and welfare of children and young persons the post holder is responsible for, or comes into contact with. Be aware of school policies and other guidance on the safeguarding and promotion of wellbeing of children and young people. Take appropriate action where required.
- Ensure that whole school policies are effectively implemented including health and safety, equal opportunities, e-safety, confidentiality and data protection.

These schools are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. You are therefore under a duty to use the schools' procedures to report any concerns you may have regarding the safety or well-being of any child or young person.

The duties and responsibilities highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post and the school: the pay level has been established on this basis.

**Work Arrangements**

Transport requirements:	None.
Working patterns:	As identified in the relevant School Teachers' Pay & Conditions Document
Working conditions:	Normally based indoors other than teaching roles requiring significant work outdoors e.g. PE.

## Person Specification

<b>Post Title: Teacher</b>	<b>School: Seaton Valley Federation</b>	
<b>Essential</b>	<b>Desirable</b>	<b>Assess by</b>
<b>Knowledge and Qualifications</b>		
<p>Qualified Teacher Status</p> <p>Honours degree in a relevant subject or PGCE or equivalent</p> <p>Has good understanding of teaching/learning and behaviour management strategies</p> <p>Up-to-date knowledge of subject and curriculum requirements and examination/testing processes</p> <p>Evidence of relevant and ongoing professional development</p>		A, I, O, R
<b>Experience</b>		
<p>Successful track record of teaching of subject to pupils at Key Stages 3, 4 and 5</p> <p>Ability to teach A level Mathematics</p> <p>Experience of using ICT effectively to support learning and raise attainment/accelerate progress</p> <p>Demonstrable track records of improving pupil outcomes</p>	Experience as a form tutor and/or of pastoral work	A, I, R
<b>Skills and competencies</b>		
<p>Good or outstanding practitioner</p> <p>Consistently meets or exceeds the national Teachers' Standards</p> <p>Has high expectations of pupils and is able to engage and motivate learners</p> <p>Able to set realistic and challenging pupil targets and accurately assess and review progress</p>		A, I, O, R

<p>Accepts accountability for pupil outcomes</p> <p>Can plan, organise and manage own time effectively</p> <p>Has positive values and attitudes in relation to self and others</p> <p>Able to consistently implement school policies and follow departmental guidelines</p> <p>Able to work collaboratively as a member of a team and willing to share good practice</p> <p>Able to establish effective relationships with pupils, parents/carers, staff and external stakeholders</p> <p>Able to safeguard children and young people</p>		
<b>Other</b>		
<p>Willingness to be a form tutor and develop effective relationship with tutor group</p> <p>No adverse criminal record</p>		A, I, R, C

Key to assessment methods; (a) application form, (i) interview, (r) references, (t) ability tests (q) personality questionnaire (g) assessed group work, (p) presentation, (o) others e.g. observation, case studies/visits, (c) recruitment and vetting checks e.g. DBS criminal record check

## **Working in the Seaton Valley Federation of Schools**

We always look to strengthen our highly dedicated team of staff with people who have high expectations of students and themselves, can work cooperatively and make a positive contribution to the life of the school. In return we can offer:

- opportunities for continuing professional development
- membership of the Teachers' Pension Scheme (for teachers and tutors) or the Local Government Pension Scheme (for support staff), which the school also contributes to on your behalf
- between 25 and 30 days' annual leave for support staff who work full year
- good transport connections from the A1 and A19 for easy access to Seaton Delaval and Seaton Sluice
- ample staff car parking
- shared premises with Northumberland County Council's Customer Services and public library.

## **Living and working in Northumberland**

If you are new to the area, we can assure you that south east Northumberland is a great place to live and work. Seaton Delaval has its own National Trust property, Seaton Delaval Hall, and Seaton Sluice overlooks the coast with its beautiful sandy beaches. It is only a short drive from the Seaton Valley area to enjoy the spectacular scenery of the Cheviot and Simonside Hills and the Northumberland National Park beyond. We are also conveniently located within ten miles of both Newcastle City Centre and Newcastle Airport.



Take a look at [www.visitnorthumberland.com](http://www.visitnorthumberland.com) for more information.

## **Our commitment to professional development**

We are committed to the continuing professional development of all of our staff.

- There is a weekly session for teachers to undertake Continuing Professional Development focused on teaching and learning. These sessions are led by internal and external providers and we expect all teachers to contribute to these sessions so that we can share and build upon good practice and innovative ideas.
- We hold joint training days for the three schools in the Seaton Valley Federation to facilitate an integrated approach across all phases and stages.
- Staff are given the opportunity to work in other schools at specific times of the school year to develop their skills and knowledge of other key stages and share best practice.
- We provide opportunities for teaching staff to observe at least one other colleague of their choosing during the school year to support staff to reflect on their own practice.
- We provide a range of CPD opportunities so that we can learn from, and develop our professional practice with, other professionals.
- Each member of staff has a CPD plan to address areas for development identified through the annual appraisal process and we support staff to develop their skills and knowledge.
- There are many examples of how we have enabled teaching and support staff to undertake courses of further study either through financial assistance or time off.

## **Our commitment to equal opportunities**

We seek to employ a workforce which reflects the diversity of the communities we serve. We understand and value the added contribution that individuals can make when we recognise and embrace individual differences in age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation.

Our recruitment and selection process is designed to be fair and avoid discrimination.

Our Equality and Diversity in Employment Policy is available from:

[www.svf.org.uk/our-federation/policies](http://www.svf.org.uk/our-federation/policies)

## Our commitment to safeguarding children and young people

Keeping our children and young people safe and secure is crucially important. We are committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment.

It is important during the recruitment process that we ensure candidates support this commitment. We will ask all applicants to tell us in confidence about any criminal convictions they have and the successful candidate will also need to obtain an enhanced certificate from the Disclosure and Barring Service (DBS). This does not mean that you cannot work here if you have a criminal conviction as we will take into account factors such as the age of the conviction, its relevance to the job and any mitigating factors before making a decision.

However we are aware that not everyone who is a risk to children will have a criminal conviction and therefore you should expect at interview that we will explore any gaps in your employment record, your motivations for working with children and young people and your ability to keep them safe from harm. We will also check this information in any references we receive, one of which must be from your current or last employer.

In accordance with Keeping Children Safe in Education (2022) as a school we are required to undertake online searches for all candidates that we shortlist to attend for the next stage in our recruitment process and/ or interview. This is required to ensure that any individual who we choose to appoint into our schools is appropriate to work with children and young people. These searches will include information that is publicly available online and will not involve searches that are covert/overt/done in secret. You will be provided with additional information and further clarity if you are invited to the next stage in our recruitment process and/or invited to attend for interview.

## How to apply

Please read the job description and person specification for the post and the application guidance notes carefully before completing an application form.

Your completed application form including the names and contact details of two referees must be **e-mailed by Wednesday 1st May @ 9am** to: [vacancies@svf.org.uk](mailto:vacancies@svf.org.uk). Please quote **Teacher of French** in the subject of the e-mail. In exceptional cases we will accept applications by post however please contact us to discuss this in advance.

Please note that we do not accept CVs.