



Gildredge  
House

An Ofsted  
**GOOD**  
School



## Information for Prospective Candidates

May 2026

**Position:** Teacher of French  
**Contract:** Full-time, permanent  
**Start date:** 01 September 2026 or sooner  
**Deadline:** Friday 05 June 2026

## An insight into the role

Dear Applicant

As a school, we are delighted that you are considering applying for the post of **Teacher of French**. We hope this pack is informative and useful but if you require any additional information or have questions, visits to the school or phone calls with the Head of Secondary are most welcome. Alternatively, please contact [careers@gildredgehouse.org.uk](mailto:careers@gildredgehouse.org.uk)

**CLOSING DATE:** Friday 05 June 2026 at 9:00 a.m.

**START DATE:** 01 September 2026 or sooner, if available

**INTERVIEWS:** We may interview applicants and appoint to this role before the closing date, so early applications are advised

**HOURS OF WORK:** Full Time

**SALARY RANGE:** Gildredge House Main Pay Range points M1-UPR3 (£32,916 - £51,048 in 2025-26)

- Can you inspire young people through your own passion for Languages?
- Do you possess high emotional intelligence that builds lasting professional relationships?
- Are you a team player ready to tackle the educational challenges of the future?
- Do you lead by example?

If the answer to these questions is 'yes', then Gildredge House wants to hear from you.

This is an excellent opportunity to join our school. We are looking to appoint an exceptional candidate to the position of Teacher of French within the Communications Faculty for our all-through free school. The Faculty comprises English, French, German and Spanish.

We are looking for a strong practitioner, who demonstrates excellence in the quality of teaching and learning. We deliver French, Spanish and German and have a large proportion of students choosing to study a language at KS4.

- *We are especially keen to hear from candidates who can offer both French and Spanish to GCSE*

As Teacher of French, you will join an outstanding team of inspirational teachers, where you will ensure that our students enjoy and achieve highly in their language learning. You will be a French and Spanish specialist in the secondary phase. This is an exciting time to join the team, with opportunities for professional development ranging from KS2 transition with Year 6 to inspiring our students to choose Language studies at Sixth Form and at University.

- Within the Languages team, you will find colleagues who are dedicated to providing engaging, stimulating lessons to students of all abilities, and classrooms where rapport and relationships are given the highest priority. We plan with creativity and

Address and Registered Office: Compton Place Road, Eastbourne, East Sussex BN20 8AB

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teach with enthusiasm, ensuring that every student reaches their full potential. We aim to help students develop resilience and confidence in the face of a challenging curriculum, not only to prepare them for demanding examinations but also to foster a lifelong love of languages and the world around them.

**Gildredge House is right for you if:**

- You are interested in working at the leading edge of education.
- You are an imaginative and dynamic practitioner with a passion for teaching Languages.
- You have the capability of engaging and enthusing all students and you believe that everyone can succeed.

**Gildredge House offers:**

- continuity of education for boys and girls aged 4+
- an expectation of high academic standards
- strong discipline
- excellent pastoral care
- a range of extra-curricular activities
- parent and community involvement

**As an employee of the school, you would benefit from:**

- A two-week break in the Autumn Term, allowing for holidays to be taken out of peak season
- A supportive induction programme for new staff to the school.
- Investment into your career development through appropriate, regular CPD.
- Support and mentoring by a strong Senior Leadership Team and other experienced leaders.
- Access to a full employee assistance programme, in support of wellbeing
- Complimentary tea and coffee in our staffroom
- On-site parking
- Membership of the Teachers' Pension Scheme

Our school motto: 'Aspire'

If you are interested in the position, please download the Application Pack on our website:

<https://www.gildredgehouse.org.uk/home/contact-us/staff-vacancies/>

Please complete the Application Form and return to [careers@gildredgehouse.org.uk](mailto:careers@gildredgehouse.org.uk) by 9.00am on the closing date

*Gildredge House is committed to safeguarding and promoting the welfare of children. All offers of employment with the school are subject to pre-employment checks which will include References, Health, Right to Work in UK, a satisfactory Enhanced DBS with Children's Barred List check and a Declaration that they are not a disqualified person under the Childcare (Disqualification) Regulations 2006.*

*Please note that under the UK GDPR, by replying to this advert, you are consenting to Gildredge House processing and retaining your personal information for the purposes of this application. You have the right to withdraw your consent and ask for your data to be deleted at any time, however it will then not be possible for Gildredge House to process your application any further. For further details please see the specific Privacy Policy for job applicants which can be found at <https://www.gildredgehouse.org.uk/our-school/data-protection/>*

## Teacher of French: Job Description

### Post

- Teacher of French in the secondary age range

### Purpose of the Job

- To teach students within the school at secondary age range and to carry out such other associated duties as are reasonably assigned by the Executive Head Teacher and Head of Secondary.

### Functional Relationships

- The post-holder is responsible to the Executive Head Teacher and Head of Secondary in all matters, and to the Head of Faculty for Communications in respect of day-to-day curricular matters. The post-holder also interacts on a professional level with colleagues and will seek to establish and maintain productive relationships with them and to promote mutual understanding of the school aims with the purpose of improving the quality of teaching and learning in the school.

### Responsibilities

The particular responsibilities attaching to the post of Teacher of French in the secondary age range are as follows:

#### Curriculum:

- To plan and prepare courses.
- To continuously review teaching methods, schemes of work and resources as necessary.
- To advise and co-operate with the line-manager, other teachers and the Senior Leadership Team on the preparation and development of courses of study, teaching materials and resources, teaching programmes, methods of teaching, assessment and pastoral arrangements.
- To participate in meetings of the school which relate to the curriculum for the school or the administration or organisation of the school, including pastoral arrangements.
- To take part as required in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.

#### Teaching:

- To teach, according to their educational needs, students assigned in the allocated classes

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- To teach the students assigned to the teacher (according to their educational needs) and to set and mark work to be carried out by the students, in school or elsewhere.
- To provide or contribute to oral and written assessments, reports and references relating to individual students and groups of students.
- To implement whole school academic policies.
- To maintain high levels of student behaviour for learning, in accordance with the rules and disciplinary systems of the school, and of the Faculty.
- To control and oversee the use and storage of all resources provided for class use, including books
- To contribute to Faculty meetings, discussions and management systems necessary to coordinate the work of the Faculty and integrate this into the work of the school as a whole, in seeking to achieve school aims and targets
- To promote safeguarding, student well-being and equal opportunities within the school and to seek to ensure the implementation of the school's equal opportunities policy in keeping with the Equality Act 2010

### **Activities related to teaching**

- To promote the general progress and well-being of individual students and of any class or group of students assigned to the teacher.
- To provide guidance and advice to students 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.
- To make records of, and reports on, the personal and social needs of students.
- To communicate and consult with the parents of students.
- To communicate and co-operate with persons or bodies outside the school.
- To attend and present reports at Governors' meetings if required.
- To participate in meetings arranged for any of the purposes described above.

### **Review: further training and professional development**

- To review methods of teaching and programmes of work; and
- To participate in any arrangement within an agreed national framework for the performance management of performance and that of other teachers.  
To participate in arrangements for further training and professional development as a teacher.

### **Educational methods**

- To advise and co-operate with the Head of Secondary and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment, and pastoral arrangements.

### **Discipline, health and safety**

- To maintain good order and discipline among the students and safeguard 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**

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

### Covering for absent colleagues

- To rarely supervise / teach any students whose teacher is not available.

### Public examinations

- To participate in arrangements for (i) preparing students for public examinations and (ii) assessing students for the purposes of such examinations.
- To record and report such assessments; and
- To participate in arrangements for students' presentation for, and supervision during, such examinations.

### Whole School

- Most staff are responsible, as Form Tutors, for the academic progress and pastoral welfare of a small group of students.
- Most staff attend assemblies, register the attendance of students and supervise students, whether these duties are to be performed before, during or after school sessions.
- All teaching staff are expected to contribute to the extra-curricular life of the school by offering an activity or participating in the supervision of student preparation.
- All staff are expected to participate in whole-school and out-of-school activities as reasonably required.

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the school in relation to the post holder's professional responsibilities and duties, including the provision of high-quality teaching and learning and the safeguarding, well-being and care of students.

Elements of this job description and changes to it may be negotiated at the request of either the Executive Head Teacher or the incumbent of the post, and it should be noted that the post-holder is expected to carry out such duties as may reasonably be required by the Executive Head Teacher or Head of Secondary from time to time.

### Teacher of French: Person Specification

#### Qualifications

##### Essential

- Honours degree in an appropriate subject area from a recognised university
- QTS

##### Desirable

- Masters, higher degree

#### Experience

##### Essential

- Experience of teaching French in the Secondary Phase.

##### Desirable

- Experience of teaching another subject up to GCSE
- Experience of Primary Modern Foreign Languages
- Successful experience in a position of responsibility

## Knowledge and understanding

### Essential

- An understanding of how to provide effectively for the individual needs of all children (e.g.classroom organisation and learning strategies) including teaching and learning styles
- Assessment, recording and reporting of students' progress including Assessment for Learning
- Awareness of Equal Opportunities, Health & Safety, SEN and Safeguarding issues

### Desirable

- Knowledge of the current Edexcel French GCSE Specification and Assessments
- Knowledge and understanding in Spanish

## Skills

### Essential

- To promote the school's aims positively and use effective strategies to teach, assess, and monitor / evaluate their professional practice
- To develop appropriate and effective teacher-student relationships
- To establish and develop working relationships with teachers, parents, governors and the community
- To communicate effectively (both orally and in writing) to a variety of stakeholders
- To create and maintain a stimulating learning environment
- To identify students who need support or intervention and plan effective strategies for them to raise achievement.

### Desirable

- Proven leadership and responsibility
- High level ICT in education skills
- Ability and experience in teaching a subsidiary subject

## Personal Attributes

### Essential

- Flexibility and adaptability in terms of new ideas and approaches
- Enthusiasm for their subject area(s) and for teaching in the secondary phase
- Willingness to organise and contribute to extra-curricular activities
- Strong commitment to the values and ethos of Gildredge House

### Desirable

- Ambition and potential for further promotion

If you wish to discuss the post further or visit the school, please contact HR by emailing [careers@gildredgehouse.org.uk](mailto:careers@gildredgehouse.org.uk) or telephone: 01323 400650.

**We look forward to hearing from you.**