



The New Beacon  
EX FUMO DARE LUCEM



**HEAD OF MODERN LANGUAGES**  
**September 26**  
**CANDIDATE INFORMATION**

## ABOUT US

The New Beacon is a leading day and boarding prep school for boys aged 2-13, with a co-educational nursery, renowned for its commitment to excellence in education, sport and the arts.

We pride ourselves on providing an engaging, inspiring, and nurturing environment for our pupils, staff, and visitors. Set in 22 acres of woodland, the School benefits from excellent facilities including, a swimming pool, sports centre, forest school, floodlit astroturf pitch, music school and theatre. Weekly boarding is available for all pupils from Year 5 – Year 8, complimenting the extended day provision and encouraging boys to develop their independence as they progress through School.

In August 2021, The New Beacon merged with Tonbridge School, marking an exciting new chapter in the School's history and providing opportunities for collaboration and innovation across both institutions.

Having celebrated 125 years of all-boys prep school education in 2025, the School is excited to continue building on its outstanding reputation, mindful of its history and traditions, and ready for innovation.



## OVERVIEW

The School is seeking an enthusiastic and highly skilled Head of Modern Languages to lead and develop an ambitious, inspiring, and academically rigorous Modern Languages department.

The successful candidate will be a passionate educator, able to inspire pupils and staff and committed to high academic standards, including preparation for Common Entrance, Scholarship and Senior School entrance exams, ensuring outstanding provision in French, as the core language, with the capacity to offer one or two additional languages.

The Head of Modern Languages will bring strategic leadership, excellent subject knowledge, and a passion for promoting language learning across the School.

French is introduced to boys from Reception, with an increasing focus as they progress through the School. The curriculum emphasises the four essential language skills: listening, speaking, reading, and writing. From the early stages, boys are encouraged to develop their pronunciation and fluency, with lessons tailored to their abilities. Listening and responding in the target language are central to the teaching approach, with support provided in English to ensure clear understanding. Written French plays a crucial role in reinforcing grammar and vocabulary, evolving from simple exercises to free expression as boys expand their vocabulary and grasp of grammatical structures.

As boys enter the Middle and Senior School, they engage with more advanced materials and regular oral exams to build their confidence and competence. Preparation for Year 8 assessments and Senior School entry exams incorporates authentic texts and past papers. The results are a testament to the School's high standards, with many boys excelling at Scholarship level and achieving top awards such as the Tonbridge Knightley Scholarship for Languages. By the time boys leave, most are well-prepared to join the highest sets for French at their next school, equipped with strong language skills and a solid foundation in modern languages.

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## THE ROLE

Role	<b>Head of Modern Languages</b>
Line of Report	<b>Deputy Head Academic</b>
Summary	<b>The Head of Modern Languages will lead and develop an ambitious, inspiring and academically rigorous Modern Languages department. The successful candidate will bring strategic leadership, excellent subject knowledge, and a passion for promoting language learning across the School.</b>

## DUTIES AND RESPONSIBILITIES

### Leadership

- Lead, inspire and manage the Modern Languages department, ensuring the highest standards of teaching and learning and modelling best practice.
- Develop and implement the Modern Languages curriculum from Year 1 to Year 8, ensuring it aligns with the School's ethos and meets the needs of all pupils.
- Manage and mentor members of the Modern Languages department, supporting their professional development through regular coaching, feedback, and performance reviews.
- Promote a positive culture within the department, ensuring collaboration and a shared commitment to pupil success.
- Lead regular departmental meetings, setting objectives and ensuring all staff are informed and engaged in the strategic vision for the department.
- Oversee timetabling, schemes of work, assessment frameworks, and departmental resources.
- Develop and embed a culture of academic ambition and intellectual curiosity.

### Teaching and Learning

- Deliver high quality lessons across the year groups, up to and including Year 8 scholarship preparation, which inspire a love of languages, demonstrate high standards of pedagogy and engagement with pupils and foster deep understanding.
- Ensure that regular assessments measure progress and provide timely and constructive feedback.
- Adapt teaching effectively to support pupils of varying abilities and needs.

### Curriculum Design and Development

- Design, oversee and regularly review a broad, inspiring and adaptive Modern Languages curriculum from Key Stage 1 through to Scholarship ensuring progression and continuity.
  - Develop and implement initiatives to raise achievement across all year groups, tailoring support for pupils who need additional help while challenging the more able.
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- Ensure alignment with current educational standards and senior school requirements.
- Expand opportunities for pupils to study a second and potentially third language, as staffing allows.
- Promote intercultural understanding and global awareness across the School.
- Keep abreast of developments in best practice in Modern Languages teaching, integrating innovative approaches and resources into the curriculum where appropriate.

### **Assessment and Monitoring**

- Oversee the assessment of pupil progress, ensuring regular and effective formative and summative assessments.
- Monitor and track pupil progress to ensure consistently high standards, using data to assess pupil performance and inform planning and implementing interventions where necessary to support progress.
- Regularly report on pupil progress in Modern Languages to Senior Management, Governors and parents.

### **Professional Development**

- Engage in ongoing professional development, keeping up to date with the latest developments in Modern Languages education.
- Attend relevant training sessions, workshops, and conferences to develop expertise and bring new ideas to the department.
- Lead training/INSET sessions to strengthen language teaching across the School.
- Lead or participate in School-wide initiatives related to teaching and learning.

### **Co-Curricular Enrichment**

- Organise language events, e.g. clubs, trips, study days, exhibitions and international partnerships to promote Modern Languages within the School community.
- Contribute to whole School initiatives, pastoral responsibilities, and extra-curricular programmes.
- Promote extracurricular activities that support the development of linguistic skills and a love for the subject (e.g. language clubs, competitions and workshops).

### **Form Tutor**

- Provide pastoral care and support to pupils within their assigned form.
- Monitor pupil attendance, behaviour and academic progress.
- Be the point of contact for pupils, parents and other staff regarding pupil welfare and concerns.

### **General Requirements**

- Promote and safeguard the welfare of pupils for whom you are responsible and with whom you come into contact with.
  - Maintain high professional standards of attendance, punctuality, appearance and conduct.
  - Maintain positive, courteous relations with pupils, parents and colleagues.
  - Promote the good name and reputation of the School.
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- Compliance with School policies and procedures.
- To undertake any other reasonable duties as required by your Line Manager.

## **PERSON SPECIFICATION**

### **Essential Qualifications**

- Qualified Teacher Status (QTS) or equivalent.
- A good honours degree or equivalent qualification in French or a closely related discipline.

### **Knowledge and Experience**

- Significant experience teaching French up to GCSE (or equivalent) and beyond.
- Proven leadership experience, ideally as a Head of Department or in a similar leadership role.
- Experience of Common Entrance and Scholarship at 13+.
- Experience of the DELF qualification.
- Experience contributing to enrichment events, leading trips, cultural days.

### **Skills and Abilities**

- Outstanding classroom practitioner with excellent subject knowledge.
- The ability to teach a second language (Spanish, German, Italian, Mandarin).
- The ability to deliver dynamic and effective lessons to the full ability range of pupils at the School.
- Ability to inspire pupils of all abilities and foster a love of languages.
- Excellent communication and interpersonal skills, with the ability to build positive relationships with colleagues, pupils, and parents.
- Excellent IT skills, confident in the use of different software, with experience of using educational technology to enhance teaching and learning.
- Proactive, with the ability to work on own initiative.
- Excellent attention to detail, administrative, organisation, time-management and prioritisation skills, showing adaptability, resilience, and flexibility.
- Commitment to collaborative working within a team setting.
- Effective problem-solving skills and the ability to work successfully to deadlines.

### **Personal Attributes**

- A passion for inspiring young learners and a commitment to high standards of academic achievement.
  - A commitment to fostering an inclusive learning environment where all children feel valued and supported.
  - Commitment to high academic standards and innovative teaching approaches.
  - A forward-thinking, resilient and positive, collaborative mindset
  - Creative, flexible, and adaptable to the evolving needs of the School.
  - Enthusiasm for the ethos of The New Beacon School.
  - A high degree of professionalism and discretion.
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- A genuine dedication to supporting the holistic development of every child, whatever their ability, so each can reach their full potential.
- A positive, enthusiastic approach paired with a good sense of humour.

## **RENUMERATION AND BENEFITS**

Competitive salary dependant on knowledge and experience.

Benefits package including:

- Pension scheme
- CPD opportunities
- Lunch provided free of cost during term time
- Staff car parking
- Use of swimming pool and fitness suite
- Cycle to Work scheme

## **SAFEGUARDING**

The post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and always ensure compliance with the School's Safeguarding and Child Protection Policy Statement. 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 children in the School s/he must report any concerns to the School's Designated Safeguarding Lead or, if he/she is the School's DSL, to the Head and relevant agencies.

The New Beacon is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening and training appropriate to the post, including checks with past employers and an Enhanced DBS check.

## **EQUAL OPPORTUNITIES**

The New Beacon is an equal opportunity employer and we welcome the unique contributions that everyone can bring to The New Beacon in terms of education, opinions, culture, ethnicity, race, sex, gender identity and expressions, nation of origin, age, languages spoken, colour, religion, disability, sexual orientation and beliefs.

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## HOW TO APPLY

Full details and our application form can be found on The New Beacon website at:

<https://www.newbeacon.org.uk/contact-the-school/school-vacancies/>

and at Tonbridge School's website at:

<https://www.tonbridge-school.co.uk/careers>

**Applications forms should be accompanied by a short letter of application, a current curriculum vitae, and the names, addresses, and telephone numbers of three referees.**

**Closing Date: 18 March 2026 at 10am**

Apply via our online application form or, send your completed application form and accompanying documents to:

[hrdept@tonbridge-school.org](mailto:hrdept@tonbridge-school.org)

**01732 365555**

**Early applications are encouraged as we reserve the right to interview and appoint at any stage of the process.**

This job description may be reviewed from time to time in light of changing circumstances and if it is necessary to amend/alter this, those concerned will be consulted. The School does not have a licence to sponsor migrants under the worker or temporary worker routes. Individuals who wish to work at the School will therefore need to hold or establish immigration status that allows them to work in the UK. The School is legally required to check that all successful job applicants hold the right to work in the UK before work can commence.



[newbeacon.org.uk](http://newbeacon.org.uk)

**Find us**

Brittains Lane  
Sevenoaks  
Kent  
TN13 2PB

**Get in touch**

01732 452131  
[hrdept@tonbridge-school.org](mailto:hrdept@tonbridge-school.org)