



THE PERSE

SCHOOL

CAMBRIDGE



FRENCH LANGUAGE ASSISTANT

To start as soon as possible

CANDIDATE PACK



The Perse School, founded in 1615, is one of the country's leading co-educational independent day schools and a charitable company educating around 1,750 children aged 3-18.

The school provides an exceptional education which is both traditional and innovative, ambitious and caring, understanding and structured, industrious and fun. Located in Cambridge, it comprises three schools, the Pelican (3-7), the Prep (7-11) and the Upper (11-18), with a franchise in Singapore, opened in 2025.

The school is in the UK top 30 of *The Times* Independent Schools Exam Results league table for A level, with over 30 students regularly receiving Oxbridge offers. The school is consistently oversubscribed and in strong financial health with an annual turnover of around £40 million.

In addition to the day-to-day curricular and extra-curricular activities of the schools, The Perse provides public benefit to local and international communities, working with over 20 local state schools and Christel House Schools overseas to raise educational attainment.

Key facts and figures:

- **Independent School of the Year** for academic performance East Anglia 2024, 2025 and 2026.
- **Independent School of the Year** East Anglia 2026
- A beautiful **27-acre site**, featuring state-of-the-art science labs, the Peter Hall Performing Arts Centre, extensive sports fields and the brand new Perse Sports Centre with 25m swimming pool, sports hall and climbing and bouldering walls.
- Excellent pastoral care ensuring that children feel safe and secure in their surroundings.
- Ranked as one of the **top 30** schools for A level results by *The Times* Independent School Exam Results league Tables.
- Ranked in the **top five** independent schools nationally for Oxbridge offers.



Every successful school needs an excellent team working to keep things running smoothly and we are no exception.

Support staff work in collaboration with teaching staff to ensure our exceptional facilities and teaching and learning environments are delivered to the highest standards.

Working at The Perse School

Our aim is to be a leading employer of choice. This means we strive to be a school where staff say they are proud and excited to work, and feel valued, respected and motivated.

We are committed to providing a very competitive salary and benefits scheme at the same time as offering a wide range of opportunities for personal and professional development. We want our staff to feel engaged and purposeful so that they, in turn, help pupils to be happy and successful.

Our School Environment

As an academically selective school, we are committed to ensuring every child is nurtured and supported to ensure their academic education is balanced by a thorough extra-curricular programme and outstanding individual pastoral care.

Our outdoor education department offers a wide range of curricular and extra-curricular opportunities for students to develop key life skills needed to thrive in today's world, including problem solving, resilience, communication, leadership and teamwork.

We have thriving music and drama departments with around 70 separate ensemble groups and an award-winning Performing Arts Centre which stages a wide range of events showcasing singing, dance and drama. Our sports department ensures that every pupil has the opportunity to find a sport to enjoy and an approach to living a healthy lifestyle.

There are many opportunities for support staff to get involved in the wider life of the school, from volunteering with our outdoor education department to helping in our Performing Arts Centre during one of the many productions.

You can read more about our school on our website [here](#).





The Department

The Perse Modern Foreign Languages department comprises a wonderful team of teachers across four curricular languages (French, Spanish, German, Mandarin), and two extracurricular languages (Italian and Japanese). Our team strives to ensure our students reach their potential and develop the skills and cultural understanding needed to excel nationally or internationally in their chosen field as considerate, outward-looking young people.

Being part of the MFL team is to be part of a wider vision to develop an intrinsic interest in language and culture, allowing a focus on the real purpose, benefit and enjoyment of language learning. All members of the MFL team have opportunities to collaborate and share good practice between languages, all the while contributing to the well-respected MFL profile within the school.

The French department team consists of eleven talented and committed teachers and two full-time language assistants. Whether teaching Year 7 beginners or A level group, we want pupils to enjoy language learning, value its breadth as an academic discipline, and broaden their outlook.





The Role

The Perse School wishes to appoint an enthusiastic, well-organised and engaging French speaker to assist with inspiring pupils to develop their French language skills for a fixed term period of one year from the agreed start date. The successful candidate will work to develop students' spoken French skills and appreciation of Francophone cultures, as well as playing a key role in the preparation for GCSE, A Level and DELF speaking exams. We are looking for a native speaker or a graduate in French with near-native language skills. We would consider a part-time arrangement for the right candidate, although this would need to comprise the majority of the full-time timetable (typically around 70–80% of full-time hours).

The Perse is proud of its academic achievements, but also recognises the importance of pastoral care and a vibrant programme of extra-curricular activities in developing happy, well rounded and successful young people. Our values shape what we do and how we do it. They are: valuing one another and our environment, intellectual curiosity and scholarship, endeavour, and breadth and balance.



Key Responsibilities

The French Language Assistant is ultimately accountable to the Head through the Senior Deputy Head, but day to day accountability will be to the Director of Modern Foreign Languages and to the Head of French for the programme of study.

- Preparing and delivering activities to small groups of Year 9, Year 10 and Year 11 pupils to help get them ready for the role play, photo card and conversation sections of the AQA GCSE speaking exam;
- Preparing resources for and teaching speaking lessons to Lower Sixth and Upper Sixth pupils to get them ready for the card section of the AQA A level speaking exam;
- Assisting Upper Sixth pupils with selecting, researching and preparing appropriate topics for their Independent Research projects;
- Working with pairs or small groups of DELF A2, B1 and B2 pupils to prepare them for their speaking exams;
- Conducting DELF speaking exams, having trained to be an examiner;
- Providing conversation practice with lower school students in small groups, where timetabling permits;
- Co-teaching and, on occasion, leading lessons across the age range;
- Helping all pupils to develop their speaking skills to ensure impressive levels of vocabulary, accurate grammar and correct pronunciation, leading to high levels of fluency, spontaneity and confidence;
- Developing all pupils' understanding of and interest in Francophone cultures and current affairs;
- Ensuring lessons are tailored to meet pupils' Special Educational Needs and individual ability levels;
- Assessing and recording the work and progress of pupils and providing regular feedback on this to class teachers and the Head of French;
- Contributing to the development of resources for speaking and listening;
- Attending and contributing to departmental meetings;
- Maintaining professional skills through INSET and our Professional Development Programme;
- Promoting and contributing to the running of the French extra-curricular programme e.g. assisting with French clubs, debating, plays, trips etc.
- Offering guidance for supplementary personal study in French both for extension and to support university applications.



Person Specifications

Qualifications

- Degree level (or equivalent) education.
- Native or near-native French speaker (C1 level minimum).
- High level of written and spoken English.

Skills

- Awareness of the GCSE and A Level French speaking exam requirements;
- Extensive knowledge of and interest in Francophone cultures and current affairs;
- Genuine passion for working with and teaching young people;
- Demonstrates high standards of behaviour and is able to model the School values (intellectual curiosity and scholarship, endeavour, breadth and balance, and valuing one another and the environment);
- Proven communication and interpersonal skills;
- Attention to detail and ability to work independently and use initiative;
- High order administrative skills, effectively manages commitments and deadlines;
- ICT competence and willingness to learn and use new technologies;
- Works collaboratively and supportively with colleagues;
- Respects and values the different experiences, ideas and backgrounds others can bring to work and to teams;
- Emotional resilience to cope with and learn from challenging situations.





Safeguarding

All staff must understand their responsibilities to safeguard and promote the welfare of children and young people. This will include:

- Promoting and safeguarding the welfare of children and young people at all times, in line with the school's Safeguarding Policy, the Code of Conduct and the statutory guidance Keeping Children Safe in Education (KCSIE).
- Reporting any safeguarding concerns to the Designated Safeguarding Lead (DSL), or a Deputy DSL (DDSL), in line with school procedures.
- Undergoing required safeguarding training and remaining up to date with safeguarding policy updates in line with the timescales required.
- Exercising professional judgement when handling and sharing information and content, ensuring that no material compromises the safety, dignity or privacy of children or young people.

Review

The job specification will be reviewed biennially as part of the professional development cycle. Any changes may only be made by agreement with the Head of Department and Deputy Head (Staffing and Operations).





Benefits

- Salary of £29,809 per annum.
- Pension Scheme with employer contributions of 13.75%.
- Free lunch in the dining room during term-time and tea and coffee in the staff room.
- Ability to get involved with a range of extra-curricular activities and exciting trips including outdoor pursuits.
- Parking on site and Cycle to Work scheme also available.
- Free access to sports facilities including a fitness suite and swimming pool during defined periods.
- Opportunity to join in with social activities organised by the School's Social Committee.
- Generous sick leave and parental leave pay above the statutory requirements.
- Death in service benefit of 3 x salary.

Applicants must have the legal right to work in the UK at the time of appointment. The School is unable to offer visa sponsorship for this role. Any offer of employment will be subject to satisfactory evidence of the right to work in accordance with UK immigration legislation.



Application process

Please click on [How to Apply](#) which links to the vacancies section of the website to register/sign-in and submit your application. Any queries regarding the application process should be directed to the HR Co-ordinator at recruitment@perse.co.uk

Interviews

The closing date for applications is **Monday 28th September at midday**, but applications will be considered as they are received. The Perse School reserves the right to make an appointment before the closing date. Interviews will be scheduled for **Monday 5th October**. The interview will include planning and teaching a lesson and candidates will be given information in advance to help prepare.

Safer Recruitment

The Perse School recognises that an important element in safeguarding our pupils is a robust recruitment process that incorporates measures to deter, reject or identify people who might abuse children, or who are otherwise unsuited to work with them. We are committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post including: references from previous employers, a Disclosure and Barring Service check at the enhanced level, as well as eligibility to work in the UK (in compliance with UK immigration regulations). All work carried out at the school on a regular basis amounts to regulated activity. This role is also exempt from the Rehabilitation of Offenders Act 1974.

Safeguarding and promoting the welfare of children is everyone's responsibility. The school is committed to acting in the best interests of the child so as to safeguard and promote the welfare of children and young people. The school requires everyone who comes into contact with children and their families to share this commitment. Interviews will be conducted in person, and they will explore candidates' suitability to work with children.

Recruitment Policy

The School's Recruitment, Selection and Disclosure Policy and Procedure is available for your information on the school website. The Perse School actively supports equality, diversity and inclusion and encourages applications from all sections of society.



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Helpful Links



[The Perse Upper
interactive prospectus](#)



[The Perse Sixth Form
interactive prospectus](#)



[The Perse Virtual Tour](#)



[The Perse school
vision and values](#)



[Teacher research](#)



[Working at
The Perse School](#)

The Perse School Cambridge

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