



**RATCLIFFE**  
COLLEGE

Appointment of

# **HEAD OF MODERN FOREIGN LANGUAGES FROM SEPTEMBER 2026**

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GO ANYWHERE.**

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# HEADMASTER'S INTRODUCTION

Welcome to Ratcliffe College.

I am delighted that you are considering applying for a role at our wonderful school. First and foremost, Ratcliffe College is a fantastic place to work. We are blessed with a beautiful physical environment set in almost 200 acres of rolling Leicestershire countryside. Our staff, teaching and non-teaching, work in harness, daily, to provide a safe, secure, and nurturing environment for the children and young people to enjoy. Our collegiality is built on the foundations of the College's Catholic faith, which welcomes everyone with the same universality of warmth and respect, embracing difference and cultivating an authentic community which values everyone equally.

As a Catholic School with a proud Rosminian heritage which has endured since our Foundation in 1847, our aim is to help young people to achieve their greatest potential, guide their intellectual growth, nurture their God-given talents, and inspire them to live in service to others. Together, we aim to develop honest, confident, responsible, and compassionate members of society, based on the educational values of Blessed Antonio Rosmini, inspired by our school motto, *Legis Plenitudo Caritas* or Love is the fulfilment of the Law.

At Ratcliffe College, Christ is very much at the centre of all that we do. So, if our Mission resonates, and you believe you can be happy and thrive here, I encourage you to apply and join our team of staff as we fulfil our Mission.

I wish you all the very best of luck with your application.

Yours sincerely,

Kind regards,



Mr J. P. Reddin,  
Headmaster.



# BEGIN HERE, GO ANYWHERE.





# OUR MISSION STATEMENT

**“Learning and Growing in the Light of the Gospel.”**

**With Christ at the centre of our learning we:**

- Help young people to achieve their greatest potential.
- Guide their intellectual growth, nurture their God-given talents, and inspire them to live in service to others.
- Aim to develop honest, confident, responsible and compassionate members of society, based on the educational values of Blessed Antonio Rosmini.

**Our core Rosminian values:**

**1. Legis Plenitudo Charitas: Love is the Fulfilment of the Law.**

Our community recognises each individual as a unique part of God’s creation, nurtures in each a sense of dignity and self-worth, and fosters supportive and caring relationships.

**2. Rosminian Education pursues the perfection of both human nature and the human person.**

Our students’ intellect and talents are formed by a broad and balanced curriculum, responsive to and supportive of students’ needs and aspirations. Our students’ moral integrity is developed through the teaching, celebration and the living of Christian faith.

**3. Intellectual integrity leads us to the Truth.**

God is the source of all truth. Our staff are encouraged to foster intellectual curiosity, honesty and achievement in their students and within themselves.

## OUR VISION

To be a leading independent day and boarding school, which is financially secure.



**SCAN THE CODE**  
3-YEAR STRATEGY  
DEVELOPMENT PLAN  
2025-2028.

# ABOUT RATCLIFFE COLLEGE

**Ratcliffe College is an Outstanding Roman Catholic, co-educational, day and boarding school for students aged between 3 and 18 years, founded in 1847 by the Institute of Charity (known as the Rosminians).**

Whilst Ratcliffe operates as a Catholic school, children are welcomed from other denominations and faiths whose parents feel they can share in, and benefit from, the ethos and environment of the College. The majority of students at Ratcliffe are day students drawn from the local catchment area of Leicestershire, Nottinghamshire and Derbyshire.

## **The Senior Leadership Team comprises:**

- **Headmaster**  
Mr J Reddin, BSc, MSc, NPQH
- **Senior Deputy Head**  
Mr K Ryce, BA, MSc
- **Deputy Head Pastoral**  
Mr J Rainer, BA, MA
- **Director of Safeguarding**  
Mr J Masterton
- **Assistant Head Academic**  
Ms J Davis, BA, MSc
- **Assistant Head, Head of Sixth Form**  
Mr B Harrison, BA
- **Head of Preparatory School**  
Mrs S Boccaccini, BSc, MEd
- **Deputy Head of Preparatory School**  
Mrs M Markham, BMus
- **Director of Finance and Operations**  
Mr C Bellamy, HND

## **Ratcliffe College Preparatory School**

Ratcliffe College Preparatory School is a thriving and nurturing environment where children aged 3 to 11 are encouraged to develop a lifelong love of learning. As part of the wider Ratcliffe College community, the Prep School benefits from outstanding facilities, a beautiful campus setting, and access to specialist teaching, ensuring a seamless educational journey from Early Years through to Senior School.

Ratcliffe College Preparatory School provides a rich, well-rounded educational experience that nurtures each child's unique talents and potential. Our dedicated staff are committed to delivering a broad, balanced, and ambitious curriculum that supports academic excellence while nurturing creativity, confidence, and character. Alongside core subjects, pupils enjoy a wide range of specialist-led lessons including Music, French, Spanish, Latin, Drama, Physical Education and Games.

Small class sizes and a strong sense of community allow us to truly know each child and support their individual strengths and needs.

An extensive co-curricular programme, regular trips, and enrichment opportunities further enhance pupils' experiences, helping to develop well-rounded individuals prepared for the next stage of their education. The Preparatory School is an exciting and rewarding place to work. Staff are valued members of a collaborative and forward-thinking team, playing an active role in shaping the character and culture of the school.

## **Boarding Community**

Ratcliffe benefits from a vibrant, warm and welcoming boarding community that has long been part of the School's history. All students are encouraged to participate in boarding during their years at school – as full, weekly, part-time or occasional boarders. Its close-knit community of friends and teachers' is a supportive environment where our young people thrive.

Our boarding community comprises students from both the UK and overseas, including those who join through our partnership with the Academy at Leicester City Football Club.

The College also offers several short-term international boarding programmes throughout the year, including 3–4 immersion taster experiences and an annual International Summer School, all delivered by Ratcliffe staff.

Boarders benefit from a strong pastoral framework. Each student is supported by a Form Tutor who monitors their academic progress and personal development, alongside the care and guidance provided by a dedicated and experienced boarding team.



# e Rosmini xth Form Centre



## ACADEMIC EXCELLENCE

Ratcliffe students enjoy an excellent all-round balanced education, underpinned by the College's core Rosminian Catholic ethos.

While students at Ratcliffe have a broad range of ability, academic success is strongly encouraged, valued and recognised; indeed, the greatly improved academic standards in recent years have proved popular both with parents and prospective parents, as reflected in the numbers of students applying to join the College.

Ratcliffe College has repeatedly ranked in the top 10% nationally for value added results at A Level.

A Level results achieved in 2025:

- 45% of A Level grades A\*/A
- 71% grade B or above.
- Ten percent of students achieved A\*/A\*/A or better.
- One in four students achieved A Level or BTEC grades equivalent to A/A/A or higher.

Over 90% of students typically achieve their first choice pathway for life after School. This includes students taking up places at Oxford, Cambridge, and other highly selective Russell Group universities; for Medicine, Dentistry and Veterinary Science; and at universities abroad.

Ratcliffe College has been judged 'Excellent' in all areas (ISI Inspection, 2022).

Read the full Inspection Report [here](#).

# THE BENEFITS OF WORKING AT RATCLIFFE COLLEGE



SCAN THE CODE  
VIRTUAL CAMPUS  
TOUR.



**Free lunch and refreshments**



**Free parking on-site**



**TPS or Defined Contributions Pension Scheme**



**Professional Development opportunities**



**Staff Wellbeing**

- Staff Wellbeing Committee
- Free staff social events
- Access to on-site Medical Care
- Ratcliffe College Community Committee
- Access to the School Counsellor



**Sport and Leisure**

- Free use of the on-site gym (at specified times)
- Leicestershire County Cricket Club family tickets (limited)



# HEAD OF MODERN FOREIGN LANGUAGES

We are seeking to appoint an experienced, enthusiastic and well-qualified teacher to lead and manage a strong team in the Languages Department.

Ratcliffe College is a Catholic co-educational, day and boarding school with 930 students aged between 3 and 18 years. The majority of students are of above average ability. Each year the value added data is outstanding and approximately 48% of all GCSE grades are at Grade 7 and above; the vast majority of sixth formers proceed to Russell Group universities..

The Languages Department is housed in its own block. All teachers including part time staff have their own classrooms. There is also a languages tutorial room.

Students in key stages currently work from the Edexcel Pearson textbooks: Studio, Stimmt and Viva, supported by Active Learn online digital platform. Students in Key Stage 4 use the new Pearson French, German and Spanish courses aligned to the 2026 specification, supported by the Active Hub online platform. At Key Stage 5, students work from materials developed by staff as well as using the Hodder Boost online textbooks. The college subscribes to a number of additional online resources, including A tantôt and Frenchteacher.net.

French and Spanish are taught by Senior School Staff in Year 6, and the Head of Department oversees the transition into the Senior School.

The department consists of the Head of Department, Second in Department, four other teachers as well as three language assistants (French, German and Spanish). The Languages department is a very successful department within the School and achieves excellent examination results at GCSE and A level.

The teaching resources include:

- Large touch screens in each classroom
- Extensive computer software.
- Access to school networked computers.
- Textbooks and reading materials for use at each level.

All students study French and Spanish in Year 6 and the majority continue with one language, to the end of Year 8. In Years 9, 10 and 11 students continue with at least one of their chosen modern foreign languages. Lessons involve a variety of listening, speaking, reading and writing tasks, with greater emphasis on listening and speaking in Year 6.

At GCSE, the Edexcel syllabus is followed. Students follow the Eduqas syllabus at A Level.

The department organises a variety of visits year on year - recent excursions have included Cologne, Barcelona and Paris.

The department places great importance on teamwork with the views and contributions of all members warmly welcomed. There has been a good deal of curriculum development in the department, which is discussed in weekly departmental meetings to ensure parity and consistency.

There will also be an expectation to become involved in the wider life of the School, with a contribution to duties and co-curricular activities. If appointed to a full time position, you will be responsible for a Tutor group.

Professional development is taken seriously at Ratcliffe and members of staff are encouraged to prepare themselves for promotion at Ratcliffe and elsewhere.

# JOB DESCRIPTION

Job Title: Head of Department

Responsible to: Head of Department

Accountable to: Senior Deputy Head

## Teaching and Learning

- To monitor the quality of teaching and learning in the department and to provide advice and support to departmental members.
- To be familiar with the work being done by members of the department, to visit classrooms and to look at students' work.
- To liaise with the SENCo and EAL teacher regarding students with special educational needs.
- To liaise with Form Tutors, Heads of Year, Housemaster/Housemistress and parents as part of a whole school approach to maximising student performance.
- To organise, where appropriate, a programme of educational visits.

## Strategic direction and development of the subject

- To determine a suitable choice of syllabus appropriate to the needs of students, in consultation with the Senior Deputy Head.
- To ensure that Schemes of Work exist in all year groups, and that these are regularly reviewed and updated as appropriate.
- To keep up to date with developments within the subject area and communicate this to departmental staff.
- To liaise with the appropriate Preparatory School Subject Coordinator so as to ensure continuity and progression within the subject between the Preparatory School and the Senior School.
- To produce, monitor and review an annual Departmental Development Plan in consultation with the Senior Deputy Head and Assistant Head Academic.

## Leading and managing staff

- To ensure that teachers working within the Department are aware of and adhere to departmental policy (which reflects school policy).
- To ensure that Schemes of Work are followed by members of the department.
- To monitor the completion of records on students, e.g. Studies Assessments, exam results, UCAS predictions that are entered on the Staff Shared Area, and to ensure that deadlines are met.
- To be involved in the appointment and induction of new staff to the department and to organise a subject mentor for NQTs and PGCE students.

- To identify and develop skills of subject teachers, including recommendations for staff Inset.
- To participate in the appraisal of teachers within the department, and agreed follow up action.
- To organise departmental representatives to be allocated to and attend working groups as necessary.
- To attend Faculty Meetings and Heads of Department Meetings (or send a representative).
- To ensure that school policies relating to staff and students are implemented in the department.
- To organise departmental meetings, providing an agenda in advance to subject staff and the Senior Deputy Head and distributing minutes to the same.
- To report any maintenance or Health and Safety requirements promptly to the Maintenance Team or the Estates Manager or the Bursar, thereby ensuring that within the departmental area, students and staff are able to work in a healthy, safe, clean and tidy environment.
- To ensure that a suitable departmental Health & Safety Policy exists and is followed by members of the department.
- To provide the Examinations Officer with all the information required to facilitate the entry and post-results enquiry processes.
- To produce an examination analysis report after each Public Examination session and a full analysis report on the summer Public Examinations for the Senior Deputy Head.
- To produce reports for Governors as required.

#### Efficient and effective deployment of staff and resources

- To allocate students to sets where appropriate and to allocate classes, ensuring that, as far as possible, departmental colleagues have the opportunity to teach a cross section of ages and abilities.
- To plan, allocate and monitor the departmental budget, including bidding for extra resources for planned future developments.

#### Areas specific to departments

It is recognised that some Heads of Department will have other responsibilities specific to the department, which should be included after consultation with the Deputy Head Academic.

To undertake any other duties as reasonably requested by the Headmaster

# PERSON SPECIFICATION

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	Good Honours Graduate Teaching Qualification (PGCE or equivalent)	QTS
<b>Skills</b>	Ability to teach French and/or Spanish to KS5. Preference will be given to candidates who can teach both to KS5. It is essential that candidates can teach both to at least KS4.	
	Excellent classroom management skills	
	Excellent interpersonal and communication skills	
	Ability to prioritise	
	Good organisational skills	
	Competence in ICT	
	A record of successful teaching or teaching practice	
<b>Knowledge &amp; Experience</b>		Experience of contributing to the writing of schemes of work
	Understanding of current good practice in teaching and learning, and monitoring of	
		Evidence of, continuing relevant professional development
	Commitment to the ethos and aims of the School	
<b>Personal qualities</b>	Initiative and enthusiasm	
	Dedication and commitment	
	Ability to maintain appropriate and supportive relationships with children and staff	
		Confidence in public speaking
	A willingness to be involved in the pastoral care of students	
	Ability and willingness to contribute to, and support the School's co-curricular	
	Ability to work as a team including willingness to take part in foreign trips	
	Flexibility	

# HOW TO APPLY

1

## COMPLETE AN ONLINE APPLICATION FORM

[Visit our vacancies page.](#)

Please follow the link above to visit the main vacancies page on our school website. Search for the vacancy you wish to apply for, complete the online application form in full and submit it to us before the closing date.

2

## INVITED TO INTERVIEW

If you do not hear anything further within two weeks of the closing date, please assume that you have not been successful on this occasion.

Ratcliffe College reserves the right to interview and appoint ahead of the closing date.



# RATCLIFFE TERMS

**Salary:** Ratcliffe Pay Scale plus Ratcliffe Allowance. The Ratcliffe Allowance is on a sliding scale presently ranging from £1,591 to £10,397, depending on the experience of the teacher (reviewed annually).

## **Child Protection**

Ratcliffe College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. This role is exempt from the Rehabilitation of Offenders Act 1974, and applicants are required to declare all convictions and cautions (including those which are “spent” unless they are “protected” under the DBS filtering rules), in order to assess their suitability to work with children.

For further information, please see the [Recruitment, Selection and Disclosures Policy](#) and <https://www.gov.uk/government/publications/new-guidance-on-the-rehabilitation-of-offenders-act-1974>

The College is also registered for the processing of personal data in accordance with the Data Protection Act 1998. Such checks are required in accordance with the Recruitment, Selection and Disclosures policy and the Data Protection policy. Copies of these policies may be obtained from the Director of Finance and Operations upon request.

## **The appointment is subject to satisfactory:**

- References, of which one must be from a current or most recent employer if not currently in employment
- Disclosure and Barring Service check (including children’s barred list check if appropriate)
- Open source check
- Proof of identity
- Right to work check
- Qualifications check
- Health screening





EST. 1847

# RATCLIFFE

COLLEGE

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