
French Language Assistant
UCS Senior School
Full time
Required for September 2026



University College School was founded in 1830 to promote principles of liberal scholarship. That remains our first and overriding aim. Intellectual curiosity, breadth of study and independence of mind combine to achieve academic excellence; they are not subordinate to it.

Initially located in Gower Street, as part of University College London, the School was revolutionary in its approach to education, having as a fundamental principle that religion, in any form, should neither be an entry requirement nor a taught subject, believing rather that faith is a matter for the family and the individual. The UCS Foundation, now independent of the University, comprises three schools: the Senior School (850 pupils: 11-18), the Junior Branch (250 pupils: 7-11) and the Pre-Prep (130 pupils: 3-7).

All three schools are set in attractive locations. In 1891 the Junior Branch was established at Holly Hill, Hampstead, followed in 1907 by the School's separation from UCL, and the acquisition of the Senior School's current purpose-built accommodation in Frognal, opened by King Edward VII. The pre-preparatory branch is based nearby. All three schools have full use of the extensive playing fields (including a large all-weather pitch and two pavilions) in West Hampstead.

UCS remains true to the liberal traditions of its founders and continues to work hard to foster independence of mind among its pupils, to value their individuality and to create a diverse and inclusive community. Academic results are excellent. Music and drama are very strong at UCS and the school offers an outstanding range of co-curricular activities and enrichment opportunities.

The Organisation of UCS

Whilst the Headmaster of UCS is in overall control of all three schools in the Foundation, day-to-day management and planning at the Junior Branch is in the hands of the JB's own Headmaster and his deputies. Similarly, The Pre-Prep has its own Head who reports to the Headmaster of the JB.

Sixty pupils each year transfer from the JB to the Senior School and are joined by sixty pupils from outside feeder schools who win places through competitive examination. In Years 7 and 8 (Entry and Shell), these children are supervised by a team of pastoral Year Wardens, Form Tutors and Head of Lower School. In Year 9 (Lower Remove), pupils join the Middle School and are allocated to the six Demes (or houses) which form the basis of the pastoral structure of the school until pupils leave at the end of the Sixth Form. Each Deme is managed by a Deme Warden, a team of Form Tutors and the Head of Middle School/Head of Sixth Form.

Admission at all entry points is heavily oversubscribed. Whilst UCS operates within a highly competitive market-place, our reputation as a happy, well-balanced environment that respects the individuality of each pupil allows us to retain the advantages of a highly selective school.

We are particularly proud of our reputation for pastoral care and for co-curricular activities, as well as our high academic standards.

The Senior School Curriculum

In Years 7 and 8, pupils follow a full core curriculum with time devoted to Art, Design & Technology, Drama, digital skills and AI, PSHE, PE and sport as well as to the more traditional academic curriculum. Pupils study General Science in Year 7, and the three separate sciences from Year 8 onwards. Mathematics is set by ability from the Spring Term in Year 7. All pupils currently study ten subjects to GCSE (IGCSE in the case of a number of subjects), including English Language, English Literature, Mathematics, and at least one science subject. All pupils begin Year 12 studying four subjects. A number of pupils will drop to three subjects before the end of Year 13. Many also choose to take an Extended Project Qualification

Sports and Co-Curricular Activities at the Senior School

The school offers outstanding facilities and opportunities exist for a number of different sports and activities, including Rugby, Netball, Football, Hockey, Cricket, Tennis, Athletics, Badminton, Cross-Country, Basketball, Swimming, Fives, Table Tennis, Fencing, Aerobics, Dance, Yoga, Cycling, Bouldering, Karate, Rowing, Judo and Squash. All pupils are required to play games as part of their normal curriculum and a large number represent the school.

There is a wide range of co-curricular activities and school societies. Music is particularly strong, with multiple choirs, Orchestra, Wind Band, Chamber Choir, Chamber Orchestra, Concert Band, jazz and rock groups, as well as many smaller ensembles. The school has a fully equipped theatre that is heavily used for our own productions as well as by visiting professional actors and musicians. A large number of plays and musicals are staged each year, with opportunities for pupils to direct as well as to act and provide technical support, and an annual production is performed at the Edinburgh Fringe Festival. Over 80 clubs and societies meet on a weekly basis, often run by pupils. Gender Politics Society, Cultural Awareness Society and Green Impact Society, the environmental action group, are all currently popular. Debating and Model United Nations, Young Enterprise and Chess regularly send teams to competitions with great success. Pupil journalism thrives at UCS, with pupils editing and producing the school magazine, The Tortoise, as well as Bocca, a Classics and Art History journal, Polyglot, the modern languages journal, and others. School trips are arranged on a regular basis. Pupils currently raise roughly £30,000 per year for a range of charities that they select themselves as part of a Community Action initiative. Academic Enrichment Weeks, Women in Sport Week, the annual Heart January wellbeing initiative and the non-curricular Activities Week annually broaden and embellish the UCS educational experience. Inclusion is at the heart of what we do; through pastoral work, subject curriculums and by engaging pupils and staff in the work of the Inclusion & Representation Committee, we aim to foster a community in which every member feels safe, valued and that their voice is heard.

The Modern Languages Department

The Modern Languages Department comprises 19 staff members and is led by the Head of Modern Languages, who also takes specific responsibility for German. She is assisted in the department's leadership and management by the Head of Spanish, the Head of French, the Head of Italian, and the Head of Mandarin. The department is a dynamic and enjoyable place to work, and there is a dedicated office alongside ten classrooms and two rooms for conversation lessons.

The department offers French, German, Italian, Mandarin, and Spanish up to A-level, as well as Oxbridge and university entrance.

- **Years 7&8:** Pupils study Spanish. Taster lessons and lunchtime clubs are offered in German, Italian, Mandarin, and French.
- **Year 9:** Pupils choose three subjects from the Languages and Classics block (French, German, Italian, Mandarin, Spanish, Latin, and Greek), one of which must be a modern language.
- **Years 10&11 (GCSE):** Pupils may pursue up to three modern languages. We follow the AQA specifications for French, German, Italian, and Spanish, and the Edexcel specification for Mandarin.
- **Years 12 & 13 (A-level):** Pupils follow AQA courses in French, German, and Spanish, and Edexcel courses in Italian and Mandarin.

The department maintains an excellent track record in preparing pupils for higher education and, throughout the school, strives to offer as much variety and intellectual stimulation as possible whilst tailoring teaching to individual pupils' needs. The department organises annual trips abroad to support and enrich pupils' language learning, as well as cinema, museum, and theatre outings. Pupils are also actively encouraged to partake in many language events and competitions, such as debating competitions, the UK Linguistics Olympiad, or the Anthea Bell translation competition.

The French Department

The French Department at University College School consists of twelve teachers, a number of whom also teach another language. The department is committed not only to developing a high level of linguistic competence in our pupils, but also to bringing French and Francophone culture to life through engaging lessons, cultural visits and trips to countries where the language is spoken. Teachers are encouraged to use authentic material, films and internet resources, and to assist with the running of co-curricular clubs. An engagement with and knowledge of current affairs in French and Francophone countries is a key part of the syllabus at A level. There is an established Oxbridge preparation programme in place, designed to allow pupils to achieve a high level of linguistic confidence and an in-depth knowledge of Francophone literature.

Language Assistants' Responsibilities

All language assistants deliver up to 31 timetable periods per week. Their responsibilities are as follows. Each language assistant is line-managed by the relevant head of language.

- To provide weekly individual or small group conversation lessons for A-level pupils in order to prepare them well for the oral component of the AQA A Level specification
- To provide weekly small group conversation lessons for GCSE pupils in order to prepare them for the GCSE speaking examination
- To conduct internal speaking assessments with pupils at both GCSE and A Level
- To conduct external speaking exams with A-level pupils
- To work with Oxbridge French applicants to develop their skills in literary and cinematographic analysis, as well as their awareness of French current affairs and linguistic and oral skills
- To monitor attendance at conversation lessons and to liaise with class teachers accordingly
- To keep accurate and regular notes of the progress of pupils and to liaise with class teachers in this regard
- To run co-curricular clubs and activities, as guided by the Head of French
- To take part in school trips, depending on department needs
- To develop resources for teachers in the department, as guided by the Head of French

Child Protection

University College School is fully committed to safeguarding and promoting the welfare of children. The successful applicant will be required to undertake an Enhanced DBS check before commencing employment. This is a requirement as the position is within a school working with children aged under 18. UCS will also undertake its own recruitment checks through contact with previous employers, and others, to confirm applicants' identities and their professional records.

Salary and Benefits

UCS has its own competitive salary scale. The payment for this post will be dependent upon qualifications and experience, but will be above the national scale.

While the school does not offer accommodation, schemes are in place to assist members of staff with loans for house purchase. The school is similarly prepared to offer loans to help with daily travel expenses. In all cases, eligibility for financial assistance is carefully and independently scrutinised and every effort is made to assess the needs of individual applicants.

If admitted to the school, the children of UCS staff may be educated at reduced fees.

All members of staff are entitled to membership of *UCS Active* (the private Health & Fitness Club based in the Sir Roger Bannister Sports Centre) at a heavily reduced rate.

Arrangements for the Appointment

Please submit your application via the UCS page on My New Term. **The closing date for applications is 12pm on Wednesday 13th May 2026** However, please note that we reserve the right to interview and appoint at any stage during this process; early applications are therefore very welcome.