



EPSOM
COLLEGE

Spanish Language Assistant

Part-Time (21.5 hours per week)
FOR SEPTEMBER 2026



Welcome to Epsom

Thank you for your interest in our school. I am into my second year here and can tell you – both as a parent and Head – that Epsom is a very special place. We're fortunate to have beautiful grounds, wide-open spaces and excellent facilities.

Our academic results are strong, and we're proud of our sport, co-curricular programme and pastoral care. What strikes me most, however, is the warmth of our community, the genuine enthusiasm of our pupils, and the dedication of staff who truly care about every child in their charge.

INDIVIDUAL ATTENTION

Epsom College has a clear mission: to help young people to lead fulfilling lives and make meaningful contributions to the world.

We're pleased that our pupils consistently achieve strong academic results – 91% securing A*-B at A-level – and they follow diverse paths to top universities, pioneering startups, creative ventures, and entrepreneurial pursuits. Yet academic excellence is just the foundation.

I hope our pupils will leave with memories, friendships, ideas and imagination that will serve them for life.

I want them to discover talents they didn't know they had and to develop the confidence to tackle whatever challenges await them. I encourage them to take appropriate risks, to ask thoughtful questions, and to pursue their passions with determination.

NATIONAL RECOGNITION

We're grateful for recent recognition: The Sunday Times named us the UK's most-improved school in 2024, School Sport magazine ranked us as the leading co-ed school in South East England, and Tatler describes Epsom as a school that "constantly burnishes" its reputation.

But we continue to evolve. And our future success depends on the quality of the staff we bring into our community. I hope you come and meet us and leave as excited about Epsom's future as I am.

Mark Lascelles,
Head, Epsom College

The Department

The Modern Languages Department at Epsom College offers three languages (French, German and Spanish) from Year 7 to Year 13. The Faculty comprises twelve staff, most of whom teach more than one language, as well as three language assistants. The Head of Modern Languages leads the team in addition to Heads of each language who are responsible for the delivery of that language and line manage a number of staff.

French, German, and Spanish are offered at all levels from Year 7 - Year 13, and most pupils take at least one modern language forward to GCSE, with a good number who choose two. Currently, pupils study French, German and Spanish as part of a Languages Carousel in Year 7 where pupils can pick two languages from this selection at the end of the year to take forward into Year 8. In Year 9 (when a number of pupils enter the school), pupils continue to study two languages, although they may choose Latin or Classical Civilisation as one of their choices.

Where possible, pupils are set by their language level and experience. At GCSE, all pupils have to choose at least one Modern or Classical Language and numbers in Spanish are strong. In the Sixth Form, we currently have pupils working towards French, Spanish and German A Levels.

Whilst maintaining high academic standards, the Modern Languages Department lays great emphasis on the target language and literacy, a policy reinforced by study visits and competitions.

The Department is housed in its own building and classrooms are fully equipped with the latest audio-visual facilities, including interactive projectors.





Role and Responsibilities

The successful candidate will be fluent in Spanish, with very good English and excellent knowledge of the countries and cultures of Spain and/or South America. They will work closely with the Head of Spanish and other Assistants. The post may offer flexible hours and comprises of teaching speaking lessons with Years 9-13 and teaching a small group of advanced pupils.

RESPONSIBILITIES

The successful applicant for this post will be expected to:

- Conduct Spanish Language speaking sessions with pupils across all year groups and the school timetable.
- Conduct weekly individual Spanish speaking sessions for A Level candidates following the Edexcel course.
- Teach weekly 50 minute lessons for the DELE programme;
- Organise and coordinate DELE candidate exams, attending the exams with pupils if necessary.
- Assess pupils' work frequently in line with Departmental policy.
- Enhance the quality of speaking in the Department and wider College through sharing resources and collaborative working;
- Support Spanish teaching staff with the administration of speaking exams, both internal and external;
- Consolidate and extend the pupils' speaking skills using a variety of different activities, encouraging pupils to take responsibility for their own learning;
- Play an active role in encouraging uptake of Spanish at GCSE and A Level;
- Use positive management of behaviour in an environment of mutual respect that allows pupils to feel safe and secure and promotes their self-esteem;
- Make a positive contribution to the efficient running of the Department, including attending departmental meetings where possible, and undertaking administrative and other tasks as delegated by the Head of Spanish;
- Adhere to, and promote, all College policies and procedures;
- Undertake any other reasonable task as directed by the Headmaster, Deputy Head Academic or Head of Department



Person Specification

This job description is indicative of the expected duties and responsibilities of a Language Assistant at Epsom College. Given the dynamic and evolving nature of teaching and learning this job description is fluid and would expect to alter as the College's teaching and learning strategy and academic developments evolve.

ESSENTIAL

- Fluent Spanish speaker;
- Possess a university degree in Spanish and/or English;
- Evidence of excellent English and a detailed grammatical knowledge of Spanish and English;
- Demonstrate good IT skills;
- Demonstrate a capability to deliver informative speaking lessons to a variety of age ranges and abilities;
- Display a willingness to be involved in all aspects of departmental development, be a team-player who strives for excellence;
- Be able to demonstrate a positive and authoritative rapport with all pupils;
- An understanding and appreciation of safeguarding protocols.
- Show excellent communication skills to enable effective dialogue with pupils;
- Be organised and self-motivated, with a proven record for meeting targets and deadlines;
- Display an ability to perform well and remain professional whilst under pressure, be tactful and discreet, whilst mindful of observing Safeguarding and professional standards; Display a smart and professional appearance, representing the College in a positive manner.

DESIRABLE

- Provide evidence of teaching experience in Spain or the UK, and good knowledge of UK Exam Boards;
- Experience in Learning Support for ML Students;
- Demonstrate well-developed cultural interests.

Terms and Conditions

- Salary: £20,167
- Hours: Part-Time (21.5 hours per week) during term time only.
- Holiday: As a term time only role additional holiday pay entitlement has already been included in the salary calculation.
- Pension: The College operates the Epsom College Automatic Enrolment Scheme. The Scheme is administered by The Pensions Trust and eligibility is based on statutory criteria. If eligible, the Employee will be required to contribute a minimum of 5% of basic salary and the College will contribute 4% in compliance with current legislation.
- Benefits:
 - Private health care
 - School fee discount
 - Life Assurance
 - Meals and refreshments free of charge during working hours
 - Free use of fitness suite at certain times
 - Free car parking on site

Method of Application

Candidates to complete an application form which can be downloaded via our website www.epsomcollege.org.uk. To comply with safeguarding procedures when working in a school, CVs will not be accepted. Applicants should refer to the Recruitment, Selection and Disclosure policy on the College website. Applications will be assessed in order of receipt and interviews and appointment may occur at any stage after applications are received. Please apply as soon as possible.

Anyone wishing to discuss these details further may contact Ms Becky Brown, Deputy Head (Academic) rebecca.brown@epsomcollege.org.uk or Mr Henry Hampton-Carr, Head of Spanish, henry.hampton-carr@epsomcollege.org.uk.

Please contact Vikki Stroud, Recruitment and HR Manager, with any queries regarding the application process Vikki.Stroud@epsomcollege.org.uk

Closing date: for applications: 16th March 2026



Safeguarding and Equal Opportunities

SAFEGUARDING

Epsom College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

The post is exempt from the Rehabilitation of Offenders Act 1974 and the School is therefore permitted to ask job applicants 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.

In compliance with statutory safer recruitment regulations, the post will be offered subject to receipt of satisfactory written references, pre-placement medical assessment, proof of appropriate qualifications, a check of online search engines and websites of publicly available information that does not identify the candidate as potentially unsuitable to work within a school setting, a satisfactory Enhanced Disclosure from the Disclosure and Barring Service and overseas police check if appropriate, as well as confirmation that the successful candidate is able to work in the UK.

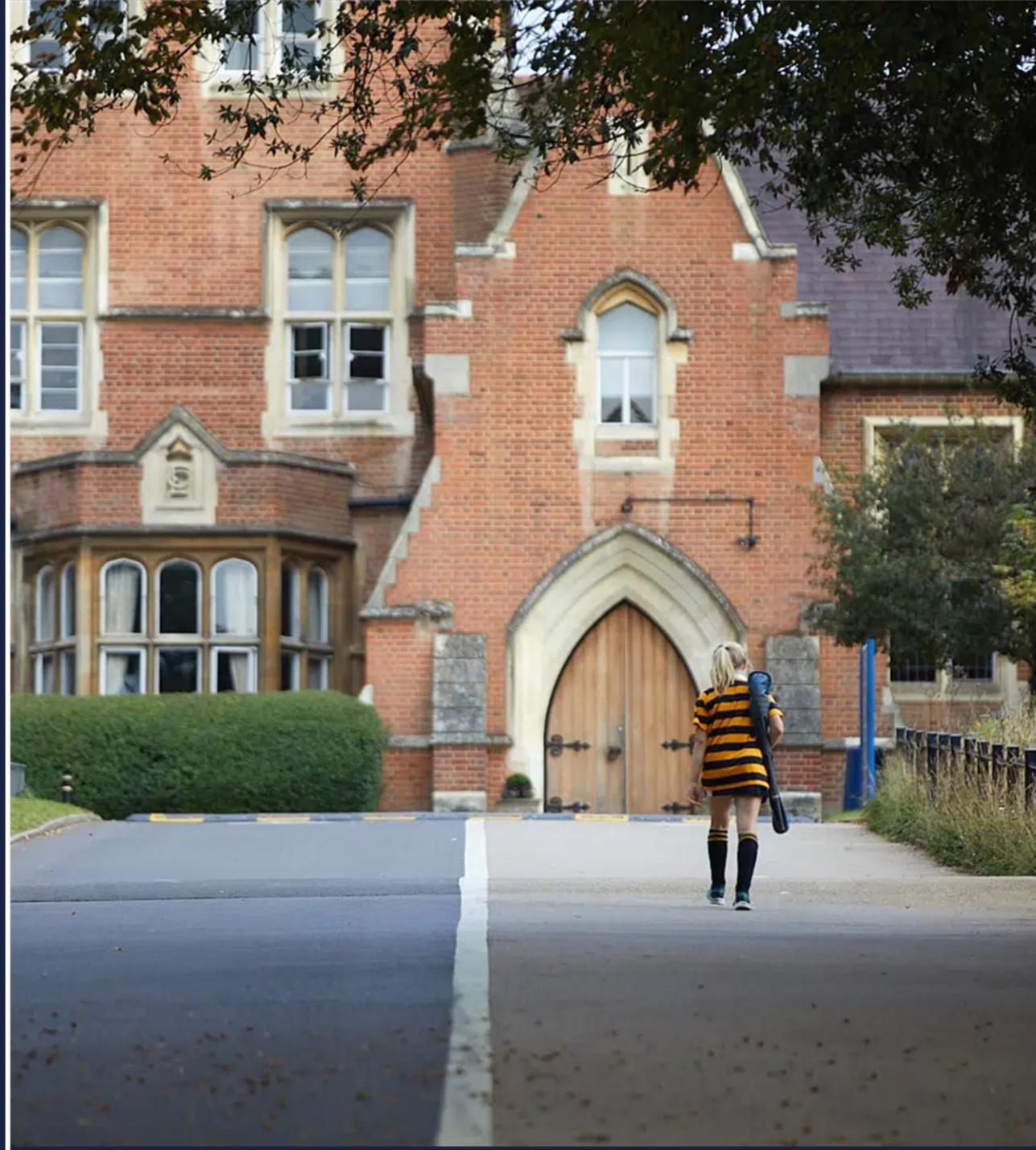
Prior to interview, an online search of internet

search engines, websites and other publicly available and publicly accessible platforms to ascertain applicant’s suitability to work within a school environment will be undertaken on applicants that have been shortlisted. Please note whilst the Enhanced DBS check will be paid by the College if an overseas police check is required it will be at the cost of the successful applicant.

EQUAL OPPORTUNITIES EMPLOYER

Epsom College is an equal opportunities employer that believes in equal opportunities for all, celebrates, and welcomes diversity.

Employment decisions throughout the school are made without regard to any status protected by law. If you require any reasonable adjustments at any stage of the application process, please feel free to contact our HR department or detail any adjustments on the application form.





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WWW.EPSOMCOLLEGE.ORG.UK