



Application Pack

for the position of
French Language Assistant (Part-Time)

Start date: September 2025

About St George's

St George's is a thriving independent boarding and day school of 270 girls aged 11-18, around 45% of whom are boarders (full, weekly and flexi), and with a Sixth Form of approximately 80 pupils. St George's offers an ambitious, connected and future-facing education tailored for pupils to realise their potential both at school and in fulfilling adult lives ahead.

Awarded 'excellent across the board' in its November 2022 ISI inspection, the school is a place where girls flourish academically, creatively, physically and morally, a place where risks can be taken, lessons are learnt and challenges are welcomed.

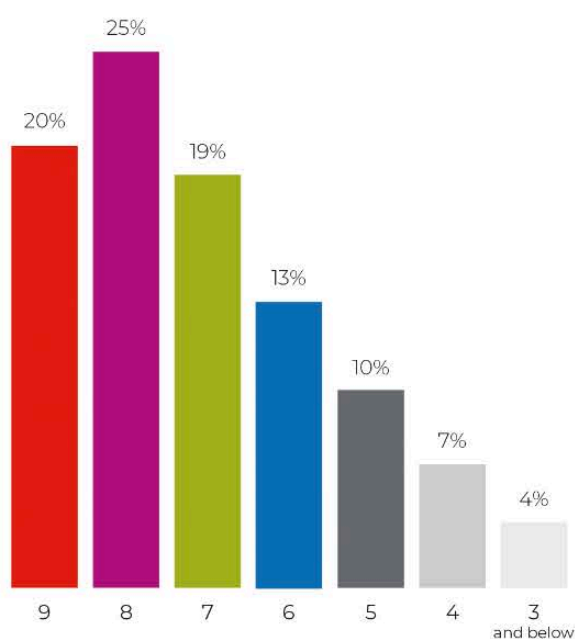
We are a welcoming school with a warm sense of community. Visitors are impressed by our facilities within a beautiful setting and the ambition of our educational provision.

Our unique extended day and flexible boarding model allows all girls the time and space to foster confidence, independence and academic curiosity providing a future-facing education exclusively for girls in a world not yet designed for girls and introduces them to contemporary subjects and topics, through speakers, workshops, classes and visits.

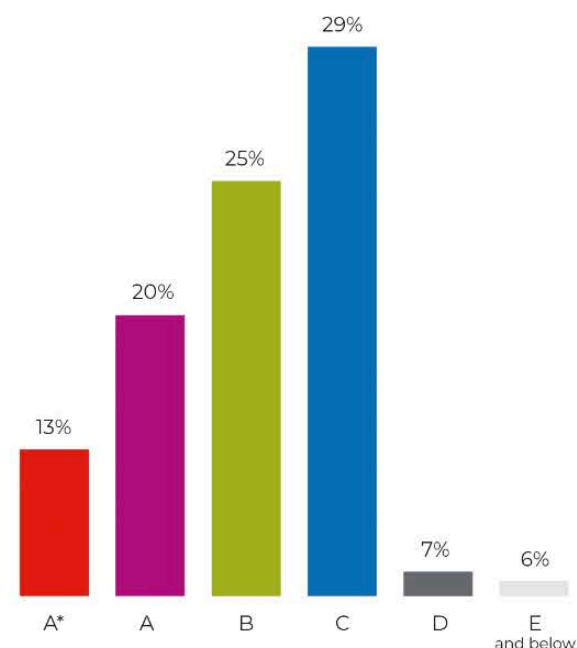


Our academic results are impressive, with the 'value-added' in public examinations a real strength. We understand how girls learn effectively and we regularly add at least one grade higher at GCSE and A Level than baseline testing would suggest. Our pupils achieved the following results in 2024:

GCSE RESULTS 2024



A LEVEL RESULTS 2024



N.B. Data correct at time of print but is subject to change.

Over the past two years at GCSE, St George's has been placed in the top 5 to 10% of schools nationally for academic progress.

St George's offers an education that is grounded, relevant and fosters employability. The school operates as an Educational Trust administered by a Board of Governors, is a member of the Girls' Schools Association (GSA), Boarding Schools Association (BSA), ISBA, AGBIS and is ISC accredited.



CONFIDENT | CAPABLE | CONNECTED



“

The girls are the biggest advocates for SGA
– funny, bright, ambitious and honest.

”

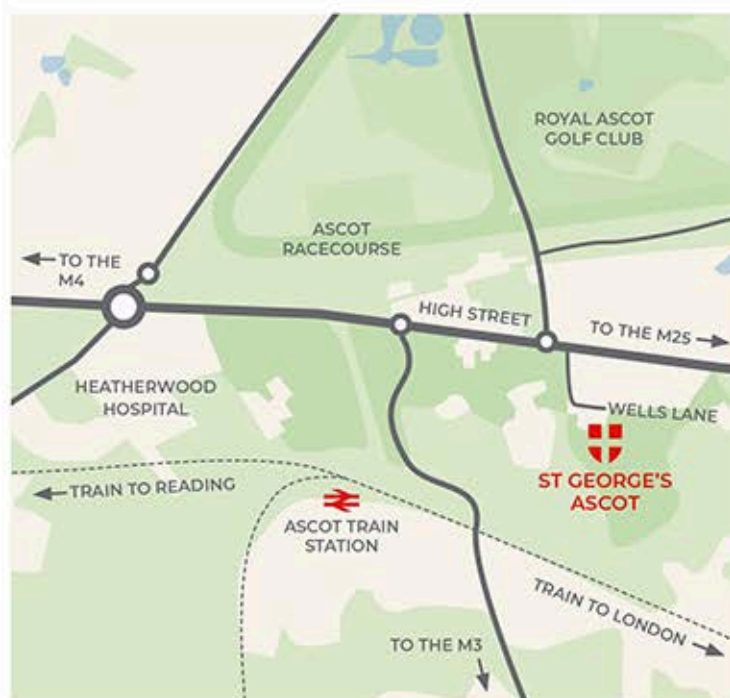
MUDDY STILETTOS

Our Location

The School is approximately 25 miles west of central London, on a beautiful, leafy 30 acre site, within walking distance of Ascot High Street.

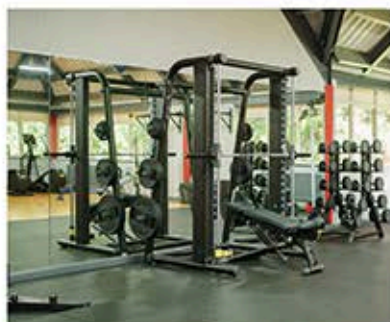
We are close to Windsor and Bracknell and equidistant from the M3 and M4 motorways.

Ascot High Street can be reached on foot in five minutes while Ascot Railway Station is less than a mile away.



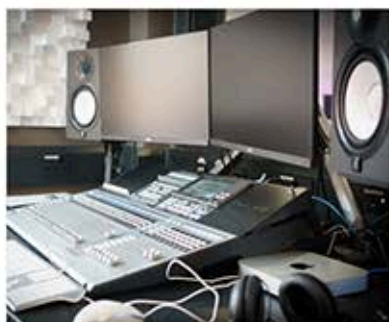
All facilities are on site and include, amongst others

- 25m, 6-lane indoor swimming pool
- Separate drama studio
- Large sports hall
- Three lacrosse/football pitches
- Eight tennis courts
- Light airy classrooms
- Purpose-built library
- A fabulous dining room serving our delicious award-winning food
- Three cosy, family-style boarding houses - one of which is solely for use by the Upper Sixth giving all girls (boarding and day) the space to study for their A Levels
- State of the art 300-seat theatre
- Brand new dance studio
- Technogym fitness suite
- Sports pavilion
- Six floodlit netball courts
- Squash court
- Science centre
- Photographic, textiles and art studios
- New state of the art music technology suite and recording studio
- One fully equipped ICT suite and two additional ICT labs
- State of the art cookery and food technology room



“ St George's
combines small-school
cosiness with big-school
facilities. ”

TATLER



The Department

The Department is well resourced, with its own teaching rooms all equipped with an interactive whiteboard or Smart TV and a separate room for small group work and oral lessons. All pupils study French and/or Spanish at KS3. At GCSE, pupils can choose to study either or both languages. Languages are an increasingly popular option at A Level.

Required competencies

- Prepare oral lessons for GCSE pupils in small groups and A level pupils individually;
- Liaise with the French teachers so as to cover specific topic areas;
- Deliver lessons to a good or better standard;
- Set and mark oral preparation for Sixth Form oral lessons;
- Keep records of attendance;
- Keep a record of the work covered by the Sixth Form linguists;
- Feed back to the French teachers about the pupils' progress;
- Encourage pupils' learning and engender enthusiasm for the subject;
- Maintain a positive and professional approach when dealing with parents and colleagues;
- Promote good behaviour amongst pupils;
- Attend staff and departmental meetings;
- Attend occasions such as MFL departmental events;
- Positively promote the School to parents and pupils and in the community outside School

Person Specification

The French Language Assistant should have

- Excellent subject knowledge – ideally a native French speaker;
- Good interpersonal skills in order to be able to interact with young people and encourage them to take part in oral lessons;
- An understanding of the British schooling system;
- The ability to implement a variety of teaching methods for students with varying levels of fluency;
- A willingness to participate in the department events;
- Good organisational and communication skills;
- A flexible and willing attitude.



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“

A small, friendly girl's secondary boarding/day school in Berkshire, where kindness, confidence and ambition are celebrated.

”

MUDDY STILETTOS

Salary and Further Information

Support Staff

- a. **Start date:** This is a term-time only, 30-week a year position starting in September 2025, but this is negotiable for the right candidate.
- b. **Accommodation:** This role may attract accommodation with boarding duties, to be discussed at interview.
- c. **Salary:** Without accommodation and boarding, the annual salary for this role will range from £5,000 to £7,500 depending on the number of hours worked and includes an element to cover statutory holiday entitlement. This would increase to a maximum of £14,900 if accommodation is provided and boarding duties undertaken.
- d. **Pension:** The successful candidate will be auto-enrolled into the School's pension scheme if eligible.
- e. **Hours of work:** The successful candidate will be required to work 10-15 hours per week, term-time only. The School day begins at 8.15am and usually finishes at 4.00pm. The timetable is spread around the pupils' free periods, including lunchtime, and is usually spread over 2.5 to 3 days. The number of hours will be dependent on the number of pupils taking the subject at GCSE and A Level. Boarding hours may be discussed at interview.
- f. **Notice Period:** There will be a probationary period of one year during which time the notice period will be two months. Thereafter, the notice period required by either side to terminate your employment will be one full term.



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Awarded 'Excellent' in all areas in November 2022,
the ISI particularly identified –

“

'Pupils' positive attitudes towards learning
are a striking feature of the school.

”

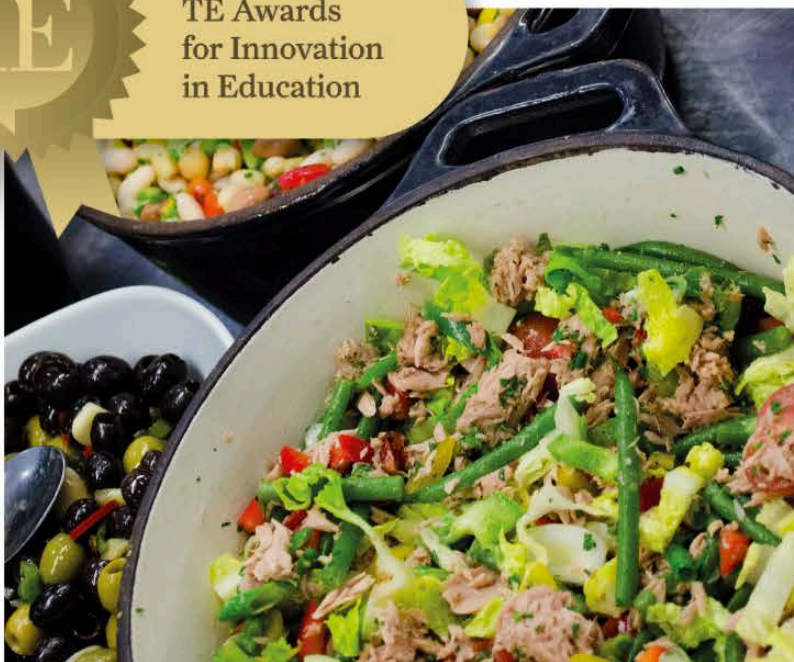
INDEPENDENT SCHOOLS INSPECTORATE

Additional Staff Benefits

- Use of facilities
 - Staff have use of state-of-the-art gym with Technogym equipment at allocated times
 - Staff swimming sessions and family swimming sessions in the recently built 25m, 6-lane indoor pool
- Supportive Continuing Professional Development (CPD) programme
- Ample free onsite parking
- Freshly prepared, award-winning nutritious lunches in the Dining Room during term time. Refreshments are also available throughout the day in the Staff Room. Meals and refreshments are free of charge.
- There are a number of social events throughout the year that staff are invited to attend.
- The post holder's children may, upon passing the entrance assessments, be eligible at the discretion of the Governors for a reduction on the basic tuition fees.



2024 WINNER
TE Awards
for Innovation
in Education





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“

We're delighted to welcome St George's Ascot to the Google for Education Reference School Program!

Your school is doing exemplary things with Google tools and we're excited for you to join this select group of Reference Schools.

”

THE GOOGLE FOR EDUCATION TEAM

The Process

Letters of application to the Head, Mrs Hewer, should be no more than two sides of A4 and, together with the completed application form and confidential cover sheet should be emailed to recruitment@stgeorges-ascot.org.uk

CVs will not be accepted. Please complete the relevant application form and confidential application cover sheet found here:
<https://www.stgeorges-ascot.org.uk/our-school/job-opportunities>

Deadline: Midday on Tuesday 24 June

Interviews: Week commencing 23 June

The School reserves the right to interview and/or appoint at any time during the recruitment process. The position will close as and when a suitable candidate is appointed.

Any queries about this post may be made in the first instance to Elodie Pierre (Head of MF) by email to recruitment@stgeorges-ascot.org.uk

St George's School is committed to safeguarding the welfare of children at the School. A review of open source social media and online content will be conducted after candidates have been shortlisted and you may be asked about this at interview. The appointment will be subject to a successful disclosure check from the Disclosure and Barring Service. This will give details of all spent and unspent convictions and other recordable matters. A policy on the recruitment of ex-offenders is available, if required, from the School Office. The supplied references will be taken up and the School may approach previous employers for information to verify particular experience or qualifications. A medical questionnaire will be required to be completed by the successful candidate.



25 MINUTES FROM
**HEATHROW
AIRPORT**

UNDER AN HOUR FROM
GATWICK



20%

INTERNATIONAL
PUPILS



FOUNDED IN
1877



99%

PASS RATE
AT A LEVEL

GRADED A* – C



99%

PASS RATE
AT GCSE

GRADED 9 – 4

**EXCELLENT
PASTORAL
CARE**

AND ONSITE
CHAPLAIN



★ PRESTIGIOUS ★



GOOGLE FOR
EDUCATION
REFERENCE SCHOOL

**AMBITIOUS
ROLLING
DEVELOPMENT
PLAN**

INCLUDING:

**SWIMMING
POOL**



**COOKERY
ROOM**



MUSIC TECH



**DANCE
STUDIO**

**FITNESS
SUITE**



70+
CO-CURRICULAR
CLUBS



**25 GCSE
SUBJECTS
AND
23 A LEVEL
SUBJECTS
ON OFFER**



3 OUT
OF **4**
PUPILS
ACHIEVED THEIR
**1ST CHOICE
UNIVERSITY**



12

THEATRE
PRODUCTIONS
EACH YEAR



60% DAY
PUPILS

40%
BOARDERS



30

ACRES OF LEAFY
COUNTRYSIDE ON SITE



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www.stgeorges-ascot.org.uk

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