



SHERBORNE SCHOOLS GROUP

Sherborne Schools Group (SSG) is a dynamic family of schools offering an exceptional education for girls and boys aged 3–19, across both day and boarding provision. Formed in 2024 through the merger of Sherborne Girls and Sherborne Boys, the Group now comprises Sherborne Girls, Sherborne Boys, Sherborne Prep, Hanford Prep, Sherborne International, and a number of trading companies. Together, these schools provide a rich and cohesive educational journey within the beautiful town of Sherborne and surrounding Dorset countryside.

Each school retains its distinctive identity, traditions, and community spirit, while also benefiting from the opportunities and resources of being part of a larger group. Today, SSG educates 1,280 pupils in the UK, supported by a dedicated team of staff. Our international reach continues to expand through Sherborne Schools Worldwide, with six schools established across Qatar and Jeddah, and a new school opening in Riyadh in 2026.

At the heart of SSG lies *The Sherborne Difference*: our commitment to transformative education that blends academic excellence with character development, wellbeing, and innovation. Through this, we prepare our pupils not only to succeed, but to lead, inspire, and make a positive impact in an ever-changing world.

Sherborne Boys is a full-boarding and day school for boys aged 13–18. Combining over 500 years of heritage with modern excellence, the school cultivates confident and compassionate young men. Pupils follow a broad curriculum including GCSEs, A Levels, and BTECs, supported by an extensive co-curricular programme.

Sherborne Girls is a full-boarding and day school for girls aged 11–18. It offers an empowering education that nurtures ambition, self-belief, and a strong sense of individuality. The curriculum spans GCSEs, A Levels, and BTECs, complemented by wide-ranging opportunities for personal growth, creativity, and co-curricular engagement.

Sherborne Prep is a co-educational day and boarding school for children aged 3–13. The school provides a warm and nurturing environment where curiosity, confidence, and foundational skills are developed for life, ensuring pupils are well prepared for the next stage of their education.

Hanford Prep is a day and boarding school for girls aged 7–13, set in the Dorset countryside. It offers a rural haven where girls can explore, grow, and build resilience in a joyful, character-rich setting, while achieving impressive results both in and beyond the classroom.

Sherborne International is a co-educational short-term boarding school for pupils aged 8–17. It specialises in English language teaching, subject support, revision, and preparation for UK schools, providing an engaging and supportive environment where pupils can quickly develop confidence and academic skills.

JOB DESCRIPTION

Sherborne Schools Group Recruitment and Selection Policy Statement

Sherborne Schools Group is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants for this post must be willing to undergo child protection screening, including reference checks with previous employers and a criminal record check with the Disclosure and Barring Service.

GROOM AND EQUINE TUTOR (Maternity Cover)

Principal Role

Sherborne Schools Group is seeking an experienced and conscientious groom who will work as part of the stables team at Hanford Prep, taking care of the famous Hanford ponies. While their primary place of work will be Hanford Prep the postholder will also be expected to contribute to and support initiatives across the wider Sherborne Schools Group. From time to time, they may be required to work at other schools or sites within the Group to meet the needs of the business. This role provides an exciting opportunity to play a central part in both the success of the individual school and the continued development of the Group as a whole.

Primary Location:	Hanford Prep You may be required to work at other schools or sites within the Group to meet the needs of the business.
Reporting to:	Head of Riding, Hanford Prep
Hours of Work:	22 hours per week, year-round. Hours of work are predominantly afternoons Mon – Fri (3 hours per day) and 7 hours on a Saturday. Flexibility in hours will be required on occasion to meet the demands of the post.

Core Responsibilities

- Delivering horse and pony care sessions to pupils.
- Providing basic equine first aid as required.
- General yard work.
- Field checks including fencing and water troughs and basic paddock maintenance.
- Exercising horses/ponies as required to include lunging, schooling and hacking and ensuring basic stable manners.
- Assisting with farrier, vet, physio visits etc.
- Supervision of pupils around horses/ponies both on and off the yard.
- Assist in maintaining the school equestrian facilities to a high standard.
- There will be sole charge responsibilities both during term time and in the school holidays.

Other responsibilities

- Undertake any other reasonable duties as required by the Head, including providing support across Sherborne Schools Group schools as necessary.
- Contribute to the wider life of the Group, including events, initiatives, or projects that enhance collaboration between schools.

- Be flexible in place of work and undertake duties at other Group schools or sites where required, in order to meet operational or strategic needs.
- Promote and uphold the values and ethos of Sherborne Schools Group in all professional activities, ensuring consistency across the community.

Responsibilities - this is not intended to be a comprehensive list of the tasks that will be covered and other tasks will be undertaken at the direction of the Head or Operations Manager.

Person Specification

	Essential	Desirable
Qualifications and Experience	<ul style="list-style-type: none"> • Full proven working knowledge of horse care and yard work, including basic emergency equine first aid. • Confidence to handle a range of horses/ponies. 	<ul style="list-style-type: none"> • A relevant equine, teaching or animal care qualification to at least Level 2. • A working knowledge of relevant Health and Safety practice. • Experience of working with young people. • A confident rider, able to exercise a range of horses/ponies as described in the job description.
Skills and Abilities	<ul style="list-style-type: none"> • Excellent and proven horse care capability. • Have a good standard of oral communication and be able to communicate effectively and professionally with pupils, staff, suppliers and parents. • Able to take sole charge. • Able to deliver basic horse care sessions to pupils independently. 	<ul style="list-style-type: none"> • IT literate and the ability to use ICT effectively.
Personal Attributes	<ul style="list-style-type: none"> • To demonstrate the school's values in at all times • Excellent time management. • Good inter-personal skills and ability to work well in a team. • Problem solving and able to use own initiative. • Always maintaining a calm manner. • Excellent role model for pupils. 	<ul style="list-style-type: none"> • Willingness to be involved in the wider life of the school.

Training Requirement for the Groom and Equine Tutor – this list is not exhaustive, and the post holder may be required to undertake other training as required by the School.

Training	To be completed by	Frequency of training
Level 2 Safeguarding (Child Protection) and Prevent Training	Within the first week of employment	As required
Induction training with Line Manager	Within the first week of employment	
GDPR	Within the first week of employment	As required
Fire Safety Awareness	Within the first week of employment	As required
Manual Handling	Within the first week of employment	As required
Working at Heights	Within the first week of employment	As required
Emergency First Aid at Work Training	Within the first term of employment	As required
COSHH Awareness	Within the first week of employment	As required

Salary: £13,969 per annum. (£12.21ph x 22 hrs/wk. x 52). Salary paid monthly in arrears direct into nominated bank account.

Holidays: 28 days pro-rata including bank holidays. Attendance will be required on Bank Holidays that fall during term time, for which time off in lieu will be given. Holiday only to be taken in the school holidays.

Pension: The postholder will be able to join the Schools Pension Scheme. Where eligible the postholder will be auto-enrolled into the Pension Scheme as per current legislation; further details may be obtained from the Director of Human Resources (Bursary).

Probationary Period: In accordance with School policy, all appointments are subject to a six-month probationary period.

Medical Self Declaration: The offer of appointment at Sherborne Schools Group will be conditional upon the provision of a self-declaration of your physical and mental fitness to discharge the responsibilities of the role.

DBS Disclosure (Police Check)/References: As Sherborne Schools Group is registered to ask 'exempted questions' under the Rehabilitation of Offenders Act 1974, successful applicants will be subject to a criminal record check from the Disclosure and Barring Service before the appointment is confirmed. This will include details of cautions, reprimands or final warnings; further details are available upon request. This post is also subject to receipt of two satisfactory written references, one of which must be your current/last employer.

Postholder's Responsibility: You share with all staff the responsibility to promote and safeguard the welfare of children and young people for whom you are responsible, or with whom you come into contact. In doing so, you are expected at all times to adhere to and ensure compliance with the School's Child Protection Policy Statement. If you become aware of any actual or potential risks to the safety or welfare of children in the School, you must report any concerns to the School's Designated Safeguarding Lead (Child Protection Officers).

Benefits

- Generous School Sick Pay scheme
- Reduced membership at a designated Sports Centre
- Membership of the School library
- Free onsite parking
- Meals, during School term time for staff working a full day
- Employee Assistance Programme offering free counselling / legal / medical support

We are proud to offer a thoughtful package of employee benefits designed to support your wellbeing, both in and out of work. While we aim to maintain these benefits, they are not contractual and may be reviewed and updated from time to time to reflect the evolving needs of our people and our Group.