



# DS 048 Teacher of English (one term)



**Interview date**  
Monday 29th June



**Contract type**  
Fixed-Term



**Start date**  
January 2027

### **Safeguarding Statement:**

Dragon School is committed to safeguarding and promoting the welfare of children and expects all colleagues to share this commitment. All appointments are subject to an enhanced Disclosure and Barring Service (DBS) check.



MESSAGE FROM THE HEAD

# Introduction

Dragon School is one of Britain's leading preparatory schools, offering a first-class day and boarding education for children aged 4-13 years. Located in the heart of the city of Oxford, the Dragon provides a distinctive educational experience that not only celebrates childhood and the joy of learning, but also prepares young people with the skills to thrive in a rapidly changing world and continue to 'Reach for the Sun' (Arduus ad Solem).

This is an exciting time to join the Dragon School Community as we have just launched our Strategy for 2027 and Beyond. This plan outlines our ambition for the next few years including our plans for a network of schools across the world. We welcome colleagues to the Dragon who will add value to our community with their unique skill set and share in our ambition.

Free-thinking sits at the heart of a Dragon Education. As a School, we are constantly seeking to innovate, developing the curriculum both in and out of the classroom. Dragon Quest, our Saturday enrichment programme, is a unique opportunity to stretch our pupils further, giving children the freedom to learn new and unfamiliar skills, from beekeeping to exploring anthropology; we are only limited by our imaginations. Equally, giving back, service and philanthropy is integral to being a Dragon.

We are pleased that you are considering applying for this role and we hope this brochure gives you all the information you need. We look forward to receiving your application.



"We welcome colleagues to the Dragon who will add value to our community with their unique skill set and share in our ambition."



ABOUT THE DRAGON

# The School

Since 1877, Dragon School has cultivated Kindness, Courage, and Respect in its young learners. Today, we are an extraordinary co-ed day and boarding school in Oxford for children aged 4-13.

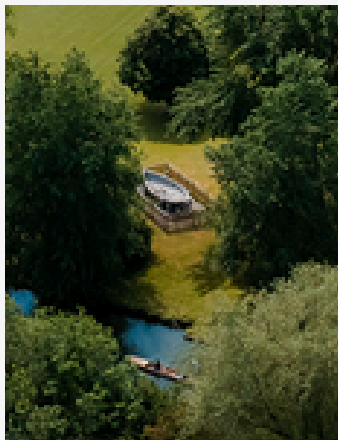
In terms of location, the Dragon enjoys the best of both worlds. Our nurturing Pre-Prep is in vibrant Summertown, and our North Oxford Prep boasts expansive playing fields rolling down to the banks of the River Cherwell. In our classrooms, you will feel the energy, excitement and aspiration which define a Dragon Education. And elsewhere around School – on the playing fields, in our new music and performing arts centre, in the boathouse, art studios, science labs or our homely boarding houses – you will get a sense of the strong relationships and the powerful ethos that binds our School community.

Our progressive outlook is built on a legacy of intellectual curiosity. The School was founded as the Oxford

Preparatory School in the 19th century to educate the sons of Oxford University dons. The name was soon changed to Dragon School and it was run for many years by the Lynams, a family with progressive educational views. Today, the Dragon's aims and ethos remain true to its founding tenets that school should be a place of inspiration, wonder and, above all, fun.

We are proud of our history, but we refuse to stand still. The Dragon is proudly co-educational and inclusive, and our boarding and day pupils represent thirty different nationalities. Diversity cultivates a dynamic, cosmopolitan environment where young learners can feel proud of their unique qualities. This strong sense of self feeds our pupils' energy and drive, and many move onto senior school with academic and specialist scholarships.

**When you join the Dragon, you join a lifelong community.**



ABOUT THE JOB

# The Role

## Overview

The Dragon seeks to appoint an English teacher to Years 5 to 8 who will be willing to make a wide contribution to the life of this busy, exciting and successful school. The position would suit those who have experience of teaching children in Upper Key Stage 2 primary or of prep school age, as well as those with senior school (independent or maintained sector) experience. This role is suitable for both newly qualified teachers, and those who have been teaching for a number of years. This is a parental cover English teaching position and for one term only, starting in January 2027.

The Department is lively, well-resourced and fully abreast of the latest developments in teaching and looks to develop potential in all areas of the subject. All staff contribute to extra-curricular activities. Games players would obviously find their talents used, but the school is large enough for a great variety of cultural and academic interests to be welcomed and to provide ample opportunities for further career progress within the school.

**Reports to:** Head of English

## Duties and responsibilities

The duties and responsibilities highlighted in this job description are indicative and may vary over time. Postholders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post. Duties will include, but not be limited to:

- To plan, prepare and teach lessons according to the educational needs of pupils. In addition, all teachers are required to involve themselves in the fuller life of the school including Activities, Games, Clubs and DragonQUEST. DragonQUEST is the curriculum enrichment programme which the school runs on Saturday mornings.
- To assess, record and report on the development, progress and attainment of the pupils assigned within the guidelines of the marking & feedback policy.
- As a Tutor: to promote and facilitate the general progress and well-being of individual pupils within any group of pupils assigned to him/her, providing guidance and advice on educational and social matters.
- To participate in meetings and other activities, both within and out of school, providing opportunities both for the exchange of views and for other forms of professional development.
- To uphold and follow the Staff Code of Conduct.
- All staff are involved in allocated playground patrols.
- It is an expectation that all full-time staff will receive the Live Out Allowance that will allow them to be involved in the boarding life of the school.

## Health and Safety at Work

All colleagues share responsibility for achieving safe working conditions. The postholder must take care of their own health and safety and that of others, observe applicable safety rules and follow instructions for the safe use of equipment.

**For an informal discussion about the role please contact Emily Ainsworth, Head of English, at [emily.ainsworth@dragonschool.org](mailto:emily.ainsworth@dragonschool.org)**



ABOUT THE APPLICANT

# The Person

## Essential

- Graduate with relevant degree and teaching qualification
- Meets core professional standards and if appropriate post threshold standards
- Good knowledge of the English curriculum opportunities.
- Excellent classroom practitioner
- Knowledge and understanding of a range of teaching and learning styles
- Confident use of information and communication technology (ICT)
- Recent experience of teaching primary or secondary English or equivalent subjects successfully; or in-training for PGCE or equivalent
- Experience in monitoring and evaluating the quality of teaching and learning
- Evidence of working successfully as a member of a team
- A breadth of appropriate classroom teaching experience
- Enjoys teaching children of all ages and devoted to their well-being and education.
- A teacher who can command instant respect from their peers, the children and the parents
- Ability to form and maintain appropriate relationships and personal boundaries with children
- Creates a happy, challenging and effective learning environment
- Commitment to the protection and safeguarding and wellbeing of children and young people
- Ability to demonstrate honesty and integrity and uphold public trust and confidence in the teaching profession
- Experienced in using IT in administration, teaching and manipulating data.
- Able to work under pressure and to learn quickly the systems and routines of a new school.

- A strong communicator and a good listener.
- Energetic, pragmatic, creative, robust and resourceful
- Is resilient and demonstrates ability to work in a variety of settings
- A creative teacher who can inspire children's interest in English.
- Sensitivity to the needs of others
- Openness and willingness to address and discuss relevant issues
- Commitment to high quality teaching and fostering a positive learning environment for children.
- Commitment to continuous professional development
- Commitment to the Dragon School's policy of equal opportunity and the ability to work harmoniously with colleagues and pupils of all cultures and backgrounds
- Working under pressure and with competing priorities
- Ability to travel to support external activities
- Commitment to the principles of Diversity, Equity and Inclusion
- Commitment to safeguarding and promoting the welfare of children
- Values and respects the views and needs of children

## Desirable

- English or equivalent Degree
- Experience of teaching the National Curriculum
- Experience of successfully developing a range of teaching styles

### EDI Statement

At Dragon School we know that diversity promotes creativity and innovation. We are committed to equity of opportunity and to being a fair and inclusive employer.



# Salary and benefits

## Salary



**Up to £48,521 p/a plus allowances**

Dragon School has its own 10-point salary scale. In 2025/26 the range is £33,104 to £48,521. Position on the scale is based on years of teaching experience.

Allowances are available for colleagues who take on additional responsibilities. Opportunities are advertised internally and include roles such as Assistant House Parents, Heads of Year, Heads of Minor and Major Departments and Safeguarding Leads.

Many colleagues who live off site (not in school accommodation) receive a “Living Out Allowance” (LOA) of £4,300 p/a in return for:

- supervising one evening Prep a week, followed by the taking of Supper and “Dorms” in a Boarding House;
- being on weekend duty for two weekends per academic year; and
- supervising the London bus approximately once every two years.

## Pension

All eligible colleagues are auto-enrolled into the School’s Defined Contribution pension scheme. The School makes an employer contribution of 16.48% of salary alongside an employee contribution of 2%.

Dragon School withdrew from the Teachers’ Pension Scheme in 2021 and therefore participation in the scheme is not possible.

## Pension Salary Sacrifice

Pension salary sacrifice is offered as an optional agreement to exchange part of gross salary for an increased pension contribution. This is a tax efficient way of saving as tax and National Insurance (NI) contributions are reduced.

## Pension Exchange

Colleagues may exchange part of the 16.48% employer pension contribution for salary. This option gives colleagues the flexibility to take a higher salary in return for lower pension contributions should they wish to do so. The School’s employer contribution may be reduced to 8% or 12%.

## Fee Remission

We offer a generous 75% fee remission against day fees at our Prep School (E to A Block inclusive) for up to two children. The fee remission is calculated pro rata for colleagues who work part-time.

## Accommodation

We have limited accommodation available, but we try to help where we can. Colleagues whose roles require them to live and work within our boarding houses usually live rent free and do not pay for council tax or utilities. Gas and electricity are taxable benefits and reported annually by P11D.

Colleagues who live in school accommodation and undertake supervisory boarding duties in the evenings and at weekends will usually live rent free but will make a monthly contribution towards the costs of council tax, water, gas and electricity which is deducted directly from salary.

# Other benefits



## Coaching Programme

External one-to-one confidential support sessions for professional development



## Counselling

Free confidential counselling sessions (six per issue, per year)



## Cycle to Work Scheme

A tax efficient way to buy a bike and/or accessories (via salary sacrifice)



## Electric Car Scheme

Drive a new fully insured and maintained car for a fixed monthly amount (via salary sacrifice)



## Employee Assistance Programme

24 hour, 365 days confidential support and advice



## Enhanced Maternity and Paternity Pay

Maternity and paternity pay above the statutory minimum



## Eye Test

Free annual eye test for regular VDU users



## Flexible Working

Ask us about job share opportunities, hybrid working etc.



## Income Protection

Regular income (for up to 3 years) and rehabilitation support in the event of sickness or injury



## Life Insurance

3 x annual salary



## Meals

Free nutritious and delicious meals while on duty



## Sick Pay

Generous sick pay, should it be needed, above the statutory entitlement



## Colleague Discounts

Various discounts including on school holiday courses for children



## Swimming Pool

Free access to the School's swimming pool at designated times



## Work Pattern

34 weeks of term time (shorter terms than the maintained sector) with half termly exeat

# The selection process

- Applications should be submitted via our [website](#)
- For safeguarding reasons we are unable to accept applications by CV.
- You will be required to complete a full employment history and account for any gaps.
- You will be required to nominate a minimum of two referees (one must be from your current or most recent employer). If you've previously worked in a school or with children, one reference must be from the most recent relevant employer where you last worked. If you've been employed by a school, the reference must be from the school's Head.

## Pre-Interview

If you are shortlisted for interview the School will contact your referees and will conduct an online search on you. The online search will consider any relevant incidents or issues involving you that are publicly available (including information contained in social media accounts).

## Interview

Your interview will involve a brief session with our People (HR) and School Office Team during which you will be required to produce original documents to verify your identity, address, right to work in the UK, qualifications and professional status and overseas checks (if relevant).

## Post-interview (pre-appointment)

- All appointments are subject to an enhanced Disclosure and Barring Service (DBS) check.
- If you have worked or been resident overseas for three months or more in the previous ten years then you will be subject to additional overseas police checks in accordance with statutory guidance.
- Where applicable to the role, you will be subject to prohibition from teaching and prohibition from management (section 128) checks.
- You will be required to complete an annual EYFS declaration and a declaration to confirm your medical fitness.

For further information about the recruitment process please contact

[human.resources@dragonschool.org](mailto:human.resources@dragonschool.org)





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