



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 2027.

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 13–18. 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, criminal record check and social media checks. All positions within the schools are exempt from the provisions of the Rehabilitation of Offenders Act 1974.

TEACHER OF SPANISH (Maternity Cover)

Principal Role

Sherborne Girls is seeking a dynamic, inspirational and enthusiastic teacher of Spanish to teach across the full age range (Year 7 to A Level) at Sherborne Girls. While their primary place of work will be Sherborne Girls, the postholder will 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. There is capacity for this to be a full time or part-time post. There may be an opportunity for the successful candidate to occupy residential accommodation within a boarding house, subject to undertaking associated boarding duties.

Primary Sherborne Girls School

Location: 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 Languages

Core Responsibilities...

Core Teaching and Learning

- **Curriculum Delivery:** Plan, prepare, and deliver high-quality Spanish lessons across Key Stages 3, 4, and 5 (including GCSE, A level and DELE.)
- **Speaking Support:** plan, prepare and deliver speaking support lessons with GCSE and A Level Spanish pupils.
- **Differentiation:** Identify and address the diverse learning needs within each class, adapting resources and teaching strategies to ensure all pupils are challenged and supported.
- **Exam Preparation:** Ensure pupils are rigorously prepared for both internal and public examinations (GCSE, A Level and DELE), implementing and reviewing the curriculum to meet both pupil needs and examination board requirements.
- **Stimulating Environment:** Maintain an inspirational classroom environment through engaging displays and the showcase of pupil work.
- **MFL Promotion:** Actively promote Spanish and broader MFL careers, encouraging pupils to pursue the subject at university level and beyond.
- **Resource Management:** Develop and manage digital and physical teaching resources, advising the Head of Spanish on the procurement of course materials and the structure of schemes of work.

Assessment, Reporting, and Communication

- **Regular Assessment:** Set and mark work according to department and school policies, and record results from internal examinations and class tests to track pupil progress accurately.
- **Reporting:** Write detailed, insightful progress reports at scheduled intervals and maintain up-to-date mark sheets.
- **Parental Engagement:** Attend parents' meetings and respond promptly and professionally to enquiries regarding a pupil's academic performance or wellbeing.
- **Discipline:** Maintain sound discipline and a focused learning atmosphere both inside and outside the classroom, following the School's agreed procedures.

Pastoral and Boarding Responsibilities

As Sherborne Girls is a full-boarding school, this role includes pastoral commitments:

- **Tutoring:** Act as a personal tutor to a group of eight to ten pupils, supporting their academic and personal development.
- **Boarding Ethos:** Make a full commitment to the boarding life of the school, including approximately 2 to 3 weekend duties per term.
- **Evening Duties:** Assist within a boarding house for one evening per week to support the residential community.
- **Co-Curricular:** Contribute to the school's extensive co-curricular programme (e.g., Spanish clubs, activities, CCF, DofE).

Professional Standards and Group Collaboration

- **Safeguarding:** Uphold the highest standards of child protection, reporting any risks to the Designated Safeguarding Lead (DSL) and completing all required training.
- **Group Integration:** Support initiatives across the wider Sherborne Schools Group (SSG) and be prepared to work at other sites within the Group if required.
- **The "Sherborne Difference":** Promote the Group's commitment to transformative education, blending academic excellence with character development.
- **Professional Development:** Engage in continuous professional development (CPD) to stay abreast of national curriculum changes and pedagogical advancements.
- **Sustainability:** support the School and Group in educating pupils about the importance of sustainability and the environment.

Other responsibilities

- Undertake any other reasonable duties as required by 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.

Duties - 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 of Languages

Person Specification...

	Essential	Desirable
Qualifications and Experience	<ul style="list-style-type: none"> Academically strong; hold a degree in Spanish or a related discipline Experience of teaching Spanish at GCSE and A Level Hold a Post Graduate Certificate in Education 	<ul style="list-style-type: none"> Qualified Teacher Status Experience of offering cocurricular enrichment in Spanish/MFL
Skills and Abilities	<ul style="list-style-type: none"> Ability to inspire a love of learning High standards of written and oral communication IT literate with strong administrative skills Ability to be well organised, proactive, and calm under pressure Resourceful and resilient Ability to create an inspirational and challenging learning environment 	<ul style="list-style-type: none"> Experience of teaching or working within a boarding environment. Evidence of a passion for education and supporting the development of young people.
Personal Attributes	<ul style="list-style-type: none"> A commitment to the values and culture of the school. Committed to continued personal professional development. Commitment to high expectations and outstanding educational standards Proactive, enthusiastic and a role model for the pupils Willing to participate in Sherborne Girls' co-curricular provision and the Sherborne Schools Group community 	

Mandatory Training Requirements – 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
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	
Display Screen Equipment	Within the first week of employment	As required
Essential Health & Safety Training	Within the first week of employment	As required

GDPR UK Education	Within the first week of employment	As required
Staff Allergy Awareness Training	Within the first week of employment	As required
Sexual Harassment	Within the first week of employment	As required

Salary: Sherborne Girls has its own salary scale. The successful candidate should expect to receive a competitive salary that reflects their skills and experience and the responsibility of the post. Salary is paid monthly in arrears direct into nominated bank account.

Holidays: You are entitled to the statutory minimum paid holiday entitlement under the Working Time Regulations 1998 in each School holiday year, which runs from 1 September to 31 August (inclusive). You are deemed to take such holiday during each school holiday period that falls outside school terms as they occur during the School holiday year.

Pension: The postholder will be eligible to join the School's Pension Scheme. Where eligible, the postholder will be automatically enrolled into the Pension Scheme in accordance with current legislation. The School will contribute an amount equivalent to 16.48% of basic salary, subject to the postholder contributing at least 7.4% of pensionable earnings. Contribution rates may be amended from time to time to reflect prevailing legislative requirements. Further details can 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 a designated Sports Centre

- 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.

Anticipated start date: April 2027