



# Candidate Pack

## Teacher of EAL

PANGBOURNE

— Independent, co-educational day and boarding school, ages 11-18 —

# Mr Oliver Knight – Head

I joined Pangbourne in September 2024 and have had the pleasure of working with an incredibly talented and dedicated staff and Board of Governors to drive forward my vision for the school.

Pangbourne is my fourth headship and all three of my previous headships were at inner-London state schools which I transformed by driving up the educational standards. I am passionate about bringing the best from the state sector and combining it with the independent school model to ensure the best possible education and opportunities for all pupils at Pangbourne.

My two passions in life are education and the outdoors. Pangbourne enables me to combine these into the uniqueness of a Pangbournian education through access to our world-class adventure facilities set within our 230 acre site. This enables us to create an academic ethos underpinned by an adventurous spirit; where risk, failure and uncertainty are daily experiences.

It is no longer enough for pupils to just achieve great academic outcomes. As staff, we work together to ensure that pupils are prepared for not just success in school but also success in life. Our aim is to educate pupils to be a force for good in an imperfect world.

I am in the process of implementing our Campus 2030 plans and would be delighted if you applied to join me on this exciting journey for the future vision of the College.

With best wishes



Mr Oliver Knight, Head

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# About Pangbourne

With over 30 years of co-educational experience, Pangbourne College is an independent day and boarding school for girls and boys aged 11-18 years, set in over 230 acres of Berkshire's Area of Outstanding Natural Beauty, with the best four mile stretch of rowing river in the country.

There are four pillars that develop and sustain a Pangbourne education: **Academic Rigour, Exploration, Community and Leadership**. These four components ensure all our students develop the attitudes, skills and behaviours that underpin success at school and in life. We empower each individual to fulfil their potential and develop the confidence, values and skills to make a positive difference to the world.

Pangbourne was established in 1917 as 'The Nautical College, Pangbourne' with a vision to train boys to become Merchant Navy Officers. In 1969 the College adopted the name it has today and shifted its focus to an academic education, becoming fully co-educational in 1996. Pangbourne College is not a military school and only two or three of our leavers each year go into the armed forces, but we do proudly pay tribute to our naval roots through preserving a number of traditions.

The eight **Flag Values of Kindness, Resilience, Selflessness, Moral Courage, Integrity, Initiative, Industry and Respect** underpin everything we do as a nurturing, pupil-centred community.

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# Pangbourne on a page

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Pupils on roll 400

## 6th Form Results 2025

- 45% A\* - A
- +0.7 Value Added
- 92% First Choice University

## GCSE Results 2025

- 38% 9 - 7
- 84% 9 - 5
- +0.72 Value Added

## Performance Sports

- Girls' hockey
- Boys' rugby
- Boys' and girls' rowing
- Equestrian

## Competitive Sports

- Boys' and girls' football
- Boys' and girls' cricket
- Boys' and girls' tennis



# Employee benefits

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## PARKING

Free onsite parking



## CATERING

Free lunch and refreshments when College is in session



## ENVIRONMENT

230 Acres of North Wessex Downs National Landscape



## PENSION SCHEME

Generous employer contribution



## CYCLE TO WORK

Part of the cycle to work scheme



## SALARY

Competitive



## TECHNOLOGY

Loaned devices



## POOL ACCESS

Free use of our heated outdoor swimming pool (seasonal)



## ELECTRIC CAR SCHEME

Part of electric car scheme



## ELECTRIC CAR CHARGING

Electric car charging points in staff car park



## WELLBEING

Embracing a comprehensive approach to wellbeing



## DEVELOPMENT

CPD training available for all staff members



## FEE DISCOUNT

Fee discount is available to staff for their children



## COMMON ROOM

Friendly staff with frequent social events



## EYE VOUCHER

Vouchers for eye test available for DSE users



# About the role

## TEACHER OF EAL

Start Date:	April 2026
Contract Type:	Fixed Term ( April to July)
Hours:	Full time or part time
Core Hours:	08.15 – 17.45 Monday to Friday
	Saturday: There are no academic lessons on a Saturday but a full sporting and boarding programme runs. Involvement in this programme is optional and would be reflected in reduced expectations Monday-Friday.
Salary:	Competitive. Our salary package will recognise your experience, qualifications and commitment.
Reporting To:	Head of Learning Support
Key working relationships:	Members of the Learning Support Department Teaching Staff Pupils, Parents and Guardians



# Department overview

Our LS/EAL department plays a central role in ensuring that all pupils with additional needs or with English as an additional language, can access and succeed in all aspects of College life.

We aim to support pupils to reach their full potential and to develop the confidence, independence and resilience they need to thrive both in College and in life beyond.

The department consists of our SENCo/ Head of Learning Support, 7 Learning Support/ EAL teachers and our SEN administrator. Lessons are delivered through either a 1:1 or on a small group basis and our teachers work collaboratively with subject teachers to ensure that support is aligned with, and translated into classroom learning.

Our department also works closely with parents and the pastoral teams to ensure a child-centred, joined up approach.



# Job role

- Plan and teach lessons to EAL students in either 1 to 1 or group sessions.
- Track the progress of EAL students and report on their progress.
- Disseminating information to teaching staff to ensure that EAL pupils are properly supported in their subject lessons.
- Use interactive, communicative, and project-based approaches to motivate learners.
- Plan and deliver engaging, level-appropriate English language lessons focused on speaking, listening, reading, and writing.
- Track student progress and skill development, intervening where necessary to ensure that all students are engaged in their learning journey.
- Be a Tutor responsible to the relevant year group or division for the academic progress and/or pastoral care of a group of pupils.
- Encourage the close alignment between academic and pastoral sides of school life.
- Assisting in the development of resources for EAL pupils.



## Duties and responsibilities of all teachers:

- Adopting the Pangbourne Teacher Habits to maintain an evidence-led model of instruction.
- Following the appropriate schemes of work.
- Maintaining discipline within their classroom and the department.
- Regular setting of class work and preps.
- Regular marking and assessment of students' work
- Maintaining records of lessons taught and students' marks.
- Meeting assessment and reporting deadlines.
- Attending parents' meetings.
- Running academic support clinics.
- Setting appropriate work in the case of absence.
- Maintaining classroom equipment.
- Maintaining good quality classroom displays and contributing to departmental display areas.
- Supporting and helping other members of the department.
- Attending INSET or courses for professional development and generally keeping up to date with the subject and current developments/teaching techniques, feeding back to the department where relevant.
- Setting and marking internal examinations as agreed.
- Involvement in department tours and trips.
- Act as a Tutor to a small group (about 10) of pupils.
- Willingness to engage in and develop extra-curricular activities
- Complying with health and safety issues within the Science Department, reporting any faults immediately.

## Please note:

The above is only an outline of the tasks and responsibilities of the role. The post holder will carry out any other duties as may be reasonably required by his/her line manager. The job description and person specification may be reviewed on an on-going basis in accordance with the changing needs of the department and College.

This job description and accompanying documentation do not form part of the employment contract. — Independent, co-educational day and boarding school, ages 11-18 —

# Personal specification – essential elements

— Pangbourne College, an independent co-educational day and boarding school, ages 11-18 —

Qualifications
A recognised EAL/ESOL/TEFL qualification
Experience teaching English to international learners, preferably in a school or summer programme setting
Skills and Special Aptitudes
Excellent organisational, communication and interpersonal skills
Organisational skills within the classroom and on visits
Ability to link topics across the syllabus
Ability to develop good examination technique in pupils, in particular, drawing out the skills of analysis and evaluation
Ability to ensure that all students and parents have regular feedback on progress
Ability to create a stimulating learning environment and facilitate and enthusiasm for learning, in order to make it possible for all students to achieve their potential

Personal Qualities
Passion and enthusiasm for teaching EAL
Ability to relate to teenagers
A desire and capacity to understand the strengths and weaknesses of individual pupils along with the ability to use differentiation in teaching
Capability of maintaining high standards and being excellent practitioners in the classroom
Ability to encourage in students the enjoyment of the subject, and a responsibility for their own learning
A sense of humour and integrity
Special requirements
Promoting and safeguarding the welfare of children
Compliance with Pangbourne College's Child Protection and Safeguarding Policy
Current driving licence

# Personal specification – desirable elements

← Independent, co-educational day and boarding school, ages 11-18 →

Qualifications
Experience working in residential or short-course programmes
PGCE or QTS (underway or complete)
Skills and Special Aptitudes
Detailed knowledge of examination requirements
Knowledge to link subject content with career opportunities
Ability to use innovative teaching methods
Knowledge of the IELTS exams

Personal Qualities
Enthusiasm to collaborate with colleagues
Ambition to progress professionally within the subject
Capacity to take calculated risks in teaching
Other shared interests with pupils through house or extra-curricular activities
Self-awareness

# How to apply

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- Download the application form from the website: [pangbourne.com/vacancies](https://pangbourne.com/vacancies)
- Applications should be sent to [recruitment@pangbourne.com](mailto:recruitment@pangbourne.com)
- Deadline for applications is: **09.00am Monday 16 March 2026**
- Please apply as soon as possible as applications will be considered upon receipt; we reserve the right to interview/appoint before the closing date.
- We welcome applications from candidates in either state or independent sectors.
- We would be happy to have an informal conversation about the College, the Department and the role. Please contact [recruitment@pangbourne.com](mailto:recruitment@pangbourne.com).



# Other information

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## **Child Protection and Safeguarding Policy**

In line with our recruitment policy and for the protection of our pupils, you will be subject to an enhanced DBS disclosure and employment reference checks. Pangbourne College is committed to safeguarding and promoting the welfare of children and young people and expects staff and volunteers to share this commitment. You must be eligible to work in the UK.

It is the post holder's responsibility for promoting and safeguarding the welfare of children. You will comply with the Pangbourne College Child Protection and Safeguarding Policy, and the requirement to report to the Designated Safeguarding Lead any concerns relating to the safety or welfare of children.

## **Information Security, Confidentiality and Data Protection**

During the course of employment the post holder may have access to, see or hear information of a confidential nature and he/she will be required not to disclose such information. All personal identification information must be held in the strictest confidence and should be disclosed only to authorised people in accordance with the General Data Protection Regulation and the College's Privacy Notice, unless explicit written consent has been given by the person identified.



# Other information

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## Equal Opportunities

We are proactively committed to creating a diverse staff body which reflects the community that we teach. At Pangbourne College we value diversity and inclusion; we want to attract the best people for the role available. This is regardless of age, ethnicity, sexual orientation, gender, disability, socioeconomic status or religious beliefs.

The post holder must comply with and promote Equal Opportunities and avoid any behaviour which discriminates against others on the grounds of sex, disability, marital status, sexual orientation, age, race, colour, nationality, ethnic or national origin, religion, political opinion, trade union membership.

## Health and Safety

Under the Health & Safety at Work etc Act 1974, it is the responsibility of individual employees at every level to take care of their own health and safety and that of others who may be affected by their own acts at work. This includes co-operating with the College and colleagues in complying with Health and Safety obligations to maintain a safe environment.



# Other information

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## Terms and Conditions of Service

The post holder will be required to comply with all policies and procedures issued by and on behalf of the College. The post holder will be subject to an Enhanced Disclosure and Barring Service Certificate.

The post holder will be required to participate in the College's appraisal procedures as an appraisee and if applicable, as an appraiser. The post holder will be required to attend statutory and mandatory training.





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