PRESTFELDE
Part of the Shrewsbury School family



Information for Candidates

French Teacher (Part-Time, Fixed Term)

From 1 January 2027 to 9 July 2027

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Welcome to Prestfelde School

Prestfelde is a happy and flourishing 13+ day and boarding co-educational Prep school with pupils, aged 3-13, set within 30 acres in the heart of Shrewsbury.

The School prides itself on its academic, musical, sporting, dramatic, DT and artistic achievements, but also on its ability to foster positive attitudes, respect for others and a love of learning in all its pupils. This last academic year saw Year 8 pupils awarded an astonishing 42 scholarships to Shrewsbury School and other leading senior schools.

The School recently underwent an ISI inspection where all standards were met and the inspector commented favourably on the breadth of our provision. A brochure is attached.

We operate as a two-form entry with delivery of an additional scholarship form in Year 8. The School benefits from a first-rate team of staff, who are committed to delivering a broad, dynamic and innovative curriculum. High standards are achieved within a nurturing and inspiring learning environment. There is also an excellent learning support department.

Over recent years, the School has seen much development and is today rightly proud of its outstanding facilities including its own Chapel and Theatre, Music School, Dining Hall, Design and Technology Department, Gymnasium, Indoor Swimming Pool, Library, ICT suite, Art Department, two Science Laboratories, Boarding House, wonderful playing fields and Forest School. We are also in the enviable position of benefitting from the superb facilities at Shrewsbury School including 3 full-size astroturf pitches.

Whilst the School is proud to operate an inclusive entry policy and pupils academic ability levels are broadly average on intake, it is nevertheless selective. Our entry process is designed to identify pupils who can benefit from our balanced and well-rounded education and to make a positive contribution towards the life of the School.

Further information on Prestfelde can be found on the School's website: www.prestfelde.co.uk.



French Teacher (Part-Time, Fixed Term Contract from date 1 January 2027 to 9 July 2027)

We are seeking to appoint an outstanding and inspirational teacher to work in the Prep section of our school. The successful candidate will be passionate about French, have high expectations of pupils and be committed to fostering a love of French amongst children, delivering KS2, KS3 and KS4 content.

This includes preparing children for Common Entrance and, potentially, Senior School Scholarship examinations to a range of leading senior schools. The role will include monitoring pupil progress and supporting colleagues within the department and across the School. The French Teacher will be responsible for contributing to the development of French with a range of year groups.

The postholder will contribute fully to the wider life of the School, including extracurricular activities and educational visits. As a busy prep and boarding school, we are particularly interested in hearing from candidates who are willing to contribute more broadly to school life. Additional expertise, such as sports coaching, would be an advantage.

If you are passionate about French and enjoy working with young people in a 13+ prep school setting, we would be delighted to receive your application.

You will be expected to promote and exemplify the School's Mission:

'Our aim is to enable all boys and girls to develop their love of learning, academic potential and individual talents in a caring community which fosters sensitivity, confidence, a sense of service and enthusiasm for life.'

Aims & Values

Curious Minds, Courageous Hearts, Confident Futures

These are not three ambitions but one journey. Curiosity is where learning starts; courage is what turns it into experience; confidence is what a child carries out of our gates and into everything that follows. A Prestfelde education takes every child along that arc - inspired by expert teaching, known by name, and given the space to flourish at their own pace.

Curious minds

- Curiosity as the starting point for discovery and lifelong learning.
- Excellent academic and co-curricular provision, designed for breadth and depth.
- Ambition to achieve a personal best for every child - stretching and supporting in equal measure.

Courageous hearts

- Confidence and skills for life, built through challenge, experience and encouragement.
- Warmth and friendliness in a community that feels like family.

- Belonging through our House community, mentoring and shared tradition.

Confident futures

- Readiness for the next stage and the character to make the most of it.
- A fun, inspiring and safe environment: our own 30-acre oasis in Shrewsbury

Little Prestfelde
FS1– Year 2



Little Prestfelde caters for the pre-preparatory year groups, aged 3-7 years of age in a purpose-built building with, amongst many things, its own Library, changing rooms and covered play-area. 'Little P' not only boasts excellent facilities, but also experienced, well-qualified staff, with dedicated classroom assistants on hand. The department is bright, modern and secure.

The aim is for our children to become good citizens for the future with excellent values, enabling them to become learners for life. This is achieved through active involvement, hands on practical experiences, which embed and consolidate their new understanding, throughout all areas of the curriculum.

The children have the opportunity to respond physically, emotionally, artistically and musically through an exciting and inspirational creative curriculum. In addition, our children benefit from the skills of specialist teachers. Technology is used in all its forms and the children benefit from the close association with Years 3 and 4.

The Prep School
Years 3 and 4

Prestfelde's 7-9-year-olds enjoy the use of a modern classroom block and a beautiful outdoor learning environment in the Beckbury garden. The classes are largely based with a Form Teacher for most subjects, but with specialist teaching provision in Music, IT, Design, Sport and other subjects too.

Year 3 and 4 pupils really benefit from the full range of activities on offer at Prestfelde. They are encouraged to join clubs which are run between 4-5pm, most weekdays. Prep is run every day between 4-5pm with second prep available in Senior Prestfelde between 5-6pm. They also begin to play fixtures against other schools and are involved in the House competitions which are a key element of school life.

Years 5, 6, 7 and 8

As the children prepare for Key Stage 3 and beyond, classes are mixed ability, with setting for the main subjects and extra support for those that require it. The main academic focus is to prepare pupils for entrance and Scholarship examinations in Year 8 whilst underpinning their learning with skills for life and inspirational, curiosity driven learning.

With encouragement, high-expectations and first- rate teaching and learning, many Year 8 pupils gain scholarships at leading Senior Schools.



Co-Curricular Life at Prestfelde

Prestfelde is committed to the provision of a successful and balanced co-educational experience and offers an array of co-curricular activities, encompassing everything from Forest School to Dodgeball.
Pupils are encouraged to gain new skills and hobbies through the many clubs on offer during breaks and after school, enjoying chess, computing and knitting amongst others! There are opportunities for the older children in particular to take part in activities out of school, tours and trips overseas, and all children at Prestfelde enjoy a regular and stimulating range of expeditions to local and national venues. The school runs an optional Saturday morning activity programme for Years 3 to 8.

Sport

The School firmly believes in the important role that sport plays as part of a balanced education for everyone. We want all pupils to embrace physical activity and make sure it becomes part of their lifestyle in whatever form. The range of different sports on offer help to develop the whole child through team skills, individual determination, competitiveness and self-discipline, all of which complement their wider education.



Prestfelde regularly sends teams to local and national tournaments, as well as encouraging children to play at County and, National level. The School offers the major sports (Football, Rugby, Hockey, Netball, and Cricket in addition to many other physical activities which awaken and develop other interests. Tennis, Swimming and Cross-Country are all particularly strong at the School, Sporting facilities are first-class and include: a gymnasium, covered swimming-pool, netball, tennis courts and magnificent grounds which are well used throughout the year.

Music

Prestfelde has an outstanding reputation for developing the creative and musical talents of its pupils. Pupils have the use of a modern, purpose-built Music School housing a department which delivers high quality musical education to every child. All instrumental teachers are specialists, and every major orchestral instrument is on offer, as well as piano, organ, guitar, drums, saxophone and singing. There is a special emphasis on ensemble playing, with a Recorder Group and Training Band including children from the earliest stages, leading to the String Group, Brass Group, Jazz Group and a 35-piece Orchestra. Regular concerts are given inside and outside the School with more advanced pupils having reached the finals of national competitions.

Creative & Performing Arts

Prestfelde has an excellent reputation for developing the creative and musical talents of its pupils.
Through drama, children at Prestfelde enjoy expressing themselves through a wide variety of musical and performance mediums. Art and Design Technology are particularly strong with all pupils taking advantage of the excellent facilities and specialist teaching. The annual Art Exhibition showcases the children's high levels of work to the local community and the School also has its own Cookery School with regular opportunities for pupils of all ages.

Boarding

Boarding life at Prestfelde replicates the fun and variety of a busy, loving and happy family, but with the added advantage that you are surrounded by your friends and it is completely flexible. Children from Year 3 to Year 8 can board on a Monday, Tuesday, Wednesday, Thursday and Friday night at any stage of the term.

A fun and varied boarding programme is provided that includes activities ranging from treasure hunts and river walks to worm charming! The Boarders' Common Room is a comfortable place where children can relax and spend time together, and there is a well-equipped boarders' kitchen where evening snacks and hot drinks can be prepared.

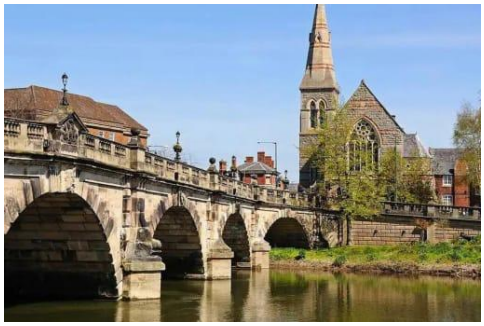


Living in Shrewsbury & Shropshire

Shrewsbury is a cultural and commercial hub serving the whole county and parts of mid-Wales. It is a historic and very attractive town with striking architecture and more than 600 listed buildings, almost completely surrounded by the River Severn. Fresh food and homemade crafts are sold four days of the week at Shrewsbury's famous market, whilst the stunning Quarry Park is host to the annual Flower Show and Food Festival - it's also a venue which stages a number of concerts and plays produced by Theatre Severn throughout the summer.

Shropshire is a beautiful county and Shropshire Hills Area of 'Outstanding Natural Beauty', covers almost a quarter of Shropshire- fantastic for walking, cycling and other outdoor pursuits. National parks such as Snowdonia, the Peak District and Brecon Beacons are within a 90-minute drive.

There is a direct train service between Shrewsbury and London Euston, with a commute time of two hours thirty minutes. Within around an hour in the car, you can be in Chester or Birmingham, or even the coast in one hour 30 minutes.





Job Description

As a part-time teacher, you will be expected to teach French to pupils in the Prep School (Years 3-8). You will be required to teach French at Common Entrance and, potentially, Scholarship Level. You must be willing to foster a love of teaching French through both traditional and modern techniques, as well as ensuring that the needs of every child are met. Collaborative working with staff, both in terms of resources and curricula, is essential to the role.

As teacher of a core subject, you will be required to teach and work supportively alongside the Head of French. You will be accountable to the Deputy Head (Teaching & Learning) but will report to the Head of French on a day-to-day basis as your line manager.

Given we are a small School; flexibility may be required to teach any additional subjects in consultation with the Headmaster. The flexibility element is needed to support the operation of the School.

PRINCIPAL ACCOUNTABILITIES

- To plan, prepare and teach lessons of the highest quality.
- To use the resources of the subject in an effective and imaginative way.
- To respond to professional development opportunities and work within the school's Continuing Professional Development Framework, including ICT developments.
- To support departmental and school approaches to assessment, recording and reporting.
- To work closely with the Head of French, to create a development plan for the teaching of French throughout the school.
- To ensure that the administrative duties of the department are carried out effectively.
- To liaise with the Head of French, to ensure a continuity of approach in terms of curricula content and skills.
- To be jointly accountable for the teaching standards for French.
- To closely monitor the pupils' standards and ensure the highest possible academic standards through appropriate differentiation.
- To ensure the smooth running of the department's resources.
- To plan and teach inclusively for all pupils to ensure all needs are met.
- To maintain consistently high standards of CE and Scholarship examinations.
- To enthuse, challenge and support pupils in achieving high academics within this subject through a variety of different teaching methods and styles. You will also be expected to further the pupils' love of learning and, of course, to communicate his or her passion for the subject.
- To integrate the use of technology to assist with the pupils' learning and development of the subject.
- To offer an activity to an appropriate level as part of the extra-curricular programme.
- To develop strong partnership links with parents.
- Work within the subject's schemes of work and contribute to their review and development.

- Attend subject and other school meetings and so contribute to departmental and whole school improvement.
- Monitor individual pupil progress by using data and assessment procedures and by giving appropriate feedback to students, parents and line managers.
- Promote the school's ethos and behaviour management approach.
- Promote the general progress and well-being of individual pupils and of the Tutor Group as a whole.

MONITORING AND TRACKING OF PUPIL PROGRESS

- Ensure progress and standards are monitored and any assessments scrutinised to identify areas of strength and development.
- To be responsible for assessing, recording and reporting on the development, progress and attainment of pupils.
- To participate in work scrutiny as directed by the Headmaster.

TEACHING AND LEARNING

To ensure that you carry out and perform all of the teaching standards detailed below:

- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Plan and teach well-structured lessons
- Adapt teaching to respond to the strengths and needs of all pupils
- Make accurate and productive use of assessment
- Manage behaviour effectively to ensure a good and safe learning environment
- Fulfil wider professional responsibilities
- Personal and professional conduct.

RECORDING, ASSESSMENT AND REPORTING

- Responsible for assessing, recording and reporting on the development, progress and attainment of pupils.
- Collect, analyse and interpret assessment data to inform teaching and learning.
- Ensure pupil progress and standards are monitored and assessment information scrutinised to identify strengths and areas for development.
- Ensure consistency in attainment and expectations through regular moderation activities.
- Participate in work scrutiny as directed.
- Attend consultation and parents' evenings and keep parents informed about their child's progress.

PROFESSIONAL DEVELOPMENT

- Engage actively with the School's Professional Development Programme.
- Participate in lesson observations, INSET and professional development activities as required.

GENERAL RESPONSIBILITIES

- Work towards and support the School's vision and objectives outlined in the School Development Plan.
- Work within the School's health and safety policy to ensure a safe working environment for staff, pupils and visitors.
- Work within the School's Diversity Policy to promote equality of opportunity for all pupils and staff, both current and prospective.
- Maintain high professional standards of attendance, punctuality and appearance and foster positive, courteous relationships with pupils, parents and colleagues.
- Undertake such other duties relevant to the role and needs of the School as may arise.
- The French Teacher will be expected to fulfil any reasonable request made by the Headmaster, Deputy Head or Head of Department.

SAFEGUARDING

- All staff are required to adhere to the School's Child Protection Policy at all times.
- Any concerns regarding the safety or welfare of a child must be reported immediately to the School's Designated Safeguarding Lead.

GENERAL

- To be present during normal School hours to carry out timetabled duties.
- To contribute to the extra-curricular life of the School both after school and Saturday mornings, in line with the normal expectations for a busy independent school.
- To assist with other supervision required by the School.
- Regular attendance at staff meetings and assemblies.
- To attend School functions and meetings as agreed with the Head.
- To attend parents' evenings and write reports for relevant pupils.
- Maintain high professional standards of attendance, punctuality and appearance and to conduct positive, courteous relations with pupils, parents and colleagues.
- To support and uphold the School's policies.
- Where required, to represent the School at internal and external events.
- To undertake such other tasks relevant to the needs of the School or the role as these arise.
- To work towards and support the School's vision and objectives outlined in the School Development Plan.
- To work within the School's health and safety policy to ensure a safe working environment for staff, pupils and visitors.
- To be aware of the relevant health and safety regulations.
- To work within the School's Diversity Policy to promote equality of opportunity for all pupils and staff, both current and prospective.
- Engage actively in the Professional Development Programme.

- Staff will be expected to fulfil any reasonable request made by the Head or Deputy Heads.

- All staff are required to adhere to the School's Child protection Policy Statement at all times. If, in the course of carrying out their duties, a member of staff becomes aware of any actual or potential risks to the safety or welfare of children in the School, these concerns must be reported to the School's Designated Safeguarding Lead Officer.
- This job description is not exhaustive and will be reviewed as part of the appraisal process. It may be subject to modification or amendment at any time after consultation with the post holder.

AGREEMENT

This job description will be agreed between the post holder and the manager to whom the post holder is accountable to. It may be reviewed in light of experience, changes and developments.

All employees are responsible for ensuring they attend the relevant mandatory training as agreed with their manager. It is the employee's responsibility to ensure they follow the latest version of all policies and procedures which apply to them.

This job description is not exhaustive and will be reviewed as part of the appraisal process. It may be subject to modification or amendment at any time after consultation with the post holder.

PERSON SPECIFICATION

This role requires a suitability well-qualified and experienced French Teacher. This post would be ideal for someone who is aspirational and wants to further develop an already successful department. The School will be very supportive in respect to continuing professional development in this regard. The extent of the post holder's involvement in extra-curricular activities will be in accordance with the individual's strengths.

It is anticipated that the successful candidate will demonstrate the following:

	Essential	Desirable
Qualifications:		
Degree level qualification or equivalent	√	
PGCE or equivalent postgraduate qualification and QTS	√	
Work Experience:		
Excellent subject knowledge and a passion for French	√	
Extensive successful teaching experience at either Prep or Secondary level as an excellent practitioner with a track record of consistently enabling pupils to achieve high standards	√	

Proven ability as an outstanding classroom practitioner	√	
Experience of preparing pupils for Common Entrance and Scholarship examinations	√	
Experience of teaching French to at least two of the following key stages KS2, KS3 or KS4	√	
Personal attributes:		
Have an excellent rapport with children, with the ability to deliver enthusiastic and focused lessons.	√	
Self-motivated and pro-active approach.	√	
Ability to lead, motivate and inspire pupils.	√	
Ability to work effectively under pressure and meet deadlines	√	
A collegiate and empathetic approach	√	
Ability to contribute positively to the wider life of a busy independent preparatory school	√	
Energetic, enthusiastic, compassionate and inspiring	√	
Diplomatic and able to act decisively	√	
Sensitive to the aims of independent education and the changing educational landscape	√	
Other/Special Working conditions:		
Must be suitable to work with children in a boarding environment		√
Strong communication and interpersonal skills	√	
Commitment to promoting high academic standards and a love of learning	√	
Able to lead by example and command the respect of staff, parents and pupils.	√	

The Application Process

To apply, please complete an Application Form and a Recruitment Monitoring Form, which can be found on our website here: https://www.prestfelde.co.uk/vacancies

The closing date for the application is 9am Wednesday, 25th November 2026.

Starting Date: 1st January 2027.

Interview Date: 1st December 2026.

Prestfelde School reserves the right to interview and appoint prior to the closing date.

Candidates selected for interview will be required to provide proof of ID and any relevant qualifications.

Please return completed application forms (CVs alone will not be accepted) together with a covering letter to hr@prestfelde.co.uk by the closing date and time.

Prestfelde Preparatory School
London Road
Shrewsbury
SY2 6NZ

An Enhanced Certificate from the Disclosure & Barring Service is required for this post prior to commencement.

Contractual Terms

Hours

This is a part-time, fixed term position.

Salary

We offer a competitive salary, based on skills, qualifications and experience.

Holiday Pay

The postholder is entitled to paid statutory minimum holiday entitlement under the Working Time Regulations 1998 which is to be taken during the school holidays and is paid as part of the normal salary.

Pension

Teachers are currently enrolled into the Prestfelde School Defined Contribution Pension Scheme (The Royal London).

Staff Benefits

Training & Development

All Prestfelde School staff have the opportunity to access generous professional training; we seek to develop individuals in all areas of their school life.

Provision of Meals

Whilst operational during term time, lunch is provided at our dining room. Refreshments are provided on site.

Parking

Parking is provided free of charge on and around site in designated areas and with a school permit.

Sports Facilities

All employees benefit from the ability to use the School's sporting and recreational facilities

Cycle to Work Scheme

The scheme gives employees access to significant savings on cycles and accessories used for commuting purposes.

Recruitment Guidance Notes

Prestfelde School 2026

Terms of Appointment

Under the Department of Education's Keeping Children Safe in Education Regulations we have a legal duty to follow safer recruitment checks. Therefore, any appointment will be subject to the following employment checks:

Probationary Period

All appointments are subject to a probationary period.

Application Form

All candidates must complete our application form to be considered for a job. You must list your employment history from the date you left full-time education and give details of any employment gaps. This should be accompanied by a covering letter which details your suitability for the role and what you would bring to the School.

Note: Unfortunately, CVs are not accepted.

Please submit your completed application form and covering letter via the link embedded in the relevant job advert on our website, which can be found via https://www.prestfelde.co.uk/vacancies

References

In order to assess candidates' suitability, we shall request at least two references. Please note that in accordance with best practice Prestfelde School will follow up written references with a telephone call to the referee. The School will also follow up recent employment within an educational setting.

Right to work in the UK

If you are invited to attend an interview you will be asked to bring identification with you to confirm your right to work in the UK. We ask that you bring **three** forms of identification with you, to include:

⚜ Current passport, share code or eligible immigration document ⚜ Current driving licence ⚜ Birth or adoption certificate for the UK or Channel Islands - issued within 12 months of birth (*including those issued by UK authorities overseas, e.g. Embassies, High Commission and HM Forces*).

Evidence of qualifications

If you are invited to attend an interview you will be asked to bring original evidence of your qualifications.

Medical Fitness

If successfully appointed, you will be asked to complete a health declaration questionnaire and if necessary, an occupational health referral will be made.

Safer recruitment checks

Please read through the School's Safer Recruitment Policy which will give full details of the safer recruitment checks undertaken as part of the on-boarding procedure. If you have any questions on any of these checks please contact us. In summary, below are details of some of the checks carried out.

DBS Disclosure and other checks

If you have ever been convicted of a criminal offence, bound over or cautioned, you must read carefully the section of the application form headed 'Criminal Convictions'. The appointment is subject to a satisfactory Enhanced Disclosure & Barring Service (DBS) Certificate.

Overseas Police check

If you have spent time abroad for three months or more in the last five years you will be required to obtain an overseas check from that country. The School will support the successful candidate through this process.

Prohibition check

Some pupil facing job roles require the School to carry out a prohibition check. This is carried out online via the Department for Education website.

Social Media check

The School is required under Keeping Children Safe in Education to carry out a social media check on all candidates invited for interview



PRESTFELDE
Part of the Shrewsbury School family

Prestfelde Preparatory School
London Road
Shrewsbury
SY2 6NZ
Email: hr@prestfelde.co.uk
School Website: www.prestfelde.co.uk
Tel: 01743 245 400

Prestfelde Preparatory School is committed to safeguarding and promoting the welfare of children and young people and we will check the suitability of staff to work with children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers, overseas police checks (where applicable), the Disclosure and Barring Service and a prohibition from teaching check.
Prestfelde is committed to Equal Opportunities and welcomes applications from all sections of the community.

