



DANES HILL SCHOOL

**TEACHER OF CLASSICS AND
LATIN (MATERNITY COVER)**

2025/2026



Danes Hill School is widely recognised as one of the leading co-educational day preparatory schools in the country. Situated in 55 acres of landscaped ground in the village of Oxshott, Surrey, Danes Hill provides boys and girls aged 3 to 13 with a dynamic and exciting education.



Our School Values

At Danes Hill, we work to create a school culture that fosters personal growth, inspires passion, empowers courage and nurtures respect. We believe that these core values truly embody the spirit of our community and guide us on our journey towards excellence. Our school values were articulated through a comprehensive consultation process, involving our dedicated staff team, the valuable input of our parents through consultations and surveys, and the voices of our pupils. Through this collaborative effort, we gained a clear insight into what makes Danes Hill special.

Following careful analysis of feedback, we are proud to share our four school values:

Growth, Passion, Courage, and Respect.

These values reflect the qualities we aim to instil in our pupils, forming a strong foundation for their academic and personal success. Our current focus is on embedding these values into every aspect of our school culture.

We aim to promote our values at every turn, ensuring that they become an integral part of our pupils' lives. Our assemblies are dedicated to living out these values, exploring real-life examples and discussing the importance of embracing growth, pursuing passions, showing respect, and demonstrating courage. To encourage and celebrate our pupils' embodiment of these values, we are targeting house points dedicated to recognising acts aligned with our values. We are also establishing pupil awards that commend individuals who consistently exhibit our values in their daily lives.

For our pupils to be able to embrace them, our shared understanding of our values is based on the following statements:

- I can demonstrate Growth by – working hard, giving my best effort, investing in my own development, being active in the development of those around me, expanding my horizons, nurturing my community
- I can demonstrate Passion by – being inspired, showing curiosity, showing ambition in all I do, striving to succeed, showing dedication in all things, not giving up
- I can demonstrate Courage by – developing the confidence to take risks, trying new things, not being afraid to fail, speaking up for myself and for others, telling the truth
- I can demonstrate Respect by – having an awareness of others as well as myself, treating everyone with dignity, showing others kindness and consideration, showing others empathy

We are excited about the positive impact our values are already having on our community. Together, we can nurture a culture where growth, passion, respect, and courage thrive. By embracing these values and ensuring that we model and demonstrate them in our professional lives, we are confident that our pupils will develop into confident, compassionate, and resilient individuals, well-prepared to face any challenge that comes their way.

A contemporary prep school for modern families

A forward-thinking education designed for 21st Century families

With our 55 acres of stunning, beautifully maintained grounds, we blend rigorous academics with innovative learning, fostering creativity, critical thinking, and emotional intelligence in a supportive, inclusive environment. We understand the evolving needs of modern families and prepare pupils for life in a rapidly changing world.

Thank you for showing an interest in Danes Hill School. I hope that the information in this pack, along with our website, provides you with a flavour of what working within our Learning Support department at Danes Hill School would be like. You will join a warm and positive staff team that takes pride in providing exceptional provision and personalised support for every child under our care.

Danes Hill School is a popular co-educational day Prep School, home to around 600 pupils aged 2 – 13. Early years pupils are taught at our Pre-Prep site known as Bevendean, before 'graduating' to the main school when they join Year 2. Our teachers specialise in a particular key stage or subject, but all work flexibly across the age range.

Our values of passion, courage, growth and respect are embedded deeply into our schemes of work, pastoral care and all classroom learning experiences. We believe that if children are happy, they flourish, reach their full potential, and carry a love of learning with them throughout the rest of their lives.

At Danes Hill School, we want children to enjoy their childhood for as long as possible, developing their character and academic progress, within a stimulating environment that offers a wide breadth of opportunities both inside and outside the classroom. Co-curricular activities integrate seamlessly within the school's provision and form the backbone of our holistic learning experience. These activities offer invaluable opportunities for our pupils to explore their passions, push their boundaries, and develop crucial skills for the future. Whether it's academic enrichment, sport, music, drama, a hobby, or a club – they all have an important part to play in shaping well-rounded individuals ready to contribute to society.

The right people for Danes Hill will have the presence to lead and inspire classes from early years through to Year 8, with a passion for providing an innovative and creative education. If you are interested in becoming part of our school and making a difference to the education of our young people, we would love to hear from you. We will be processing applications as they are received and may close the recruitment ahead of the closing date if the right candidate has been found.

I very much look forward to hearing from you.

With best regards,

James Felgate (Deputy Head Academic)

ABOUT THE ROLE

Job title:	Teacher of Classics and Latin (maternity cover)
Job purpose:	To engage and inspire our pupils to achieve their full potential across the expected curriculum for children from Reception to Year 8, with expertise in Classics.
Reporting to:	Deputy Head Academic
Hours:	0.6 FTE (three days per week: Tuesday, Thursday, Friday)
Required:	January 2026 – August 2026
Salary:	Competitive salary scale, depending on skills and experience.
Benefits:	Generous pension scheme via Aviva (APTIS) with a 18.65% employer contribution. Free lunch on site during term time. Annual flu jabs, online EAP service and counselling. Discounts in local shops, restaurants, and businesses. Training and development support.
Closing Date:	Monday 29 September 2025. Please note that applications will be reviewed as they are received, and the recruitment may close ahead of this date, if the right candidate has been found.

TEACHER OF CLASSICS AND
LATIN (MATERNITY COVER)

Job Specification

Teaching and learning

- Inspiring pupils with a passion for learning and Classics, with the highest standards and expectations.
- Delivering excellent teaching across the curriculum (from early years to Year 8), following agreed guidelines, syllabuses and Schemes of Work and reflecting multiple perspectives.
- Creating a cheerful, well-organised, inclusive and stimulating educational climate that will motivate pupils to learn, think independently, empathise with others, and perform to the best of their abilities.
- Understanding the academic, physical, emotional and spiritual needs of pupils in relation to Classics, Latin and the wider curriculum and planning appropriate tasks to maintain a close match between the activity and those needs.
- Supporting pupils in their learning and physical progress, making each feel included, secure and valued, and ensuring they have every opportunity to fulfil their potential.
- Preparing thoroughly for lessons.
- Utilising a wide range of digital and physical resources to enhance learning, as well as planning engaging speakers and trips.
- Preparing pupils for 11+ and 13+ examinations to a variety of leading independent senior schools, including scholarships and supporting children with the compilation of portfolios.
- Creating informative and well-presented displays and noticeboards, celebrating pupil successes.
- Ensuring that pupils receive constructive feedback.
- Assessing, recording and reporting on the development, progress and attainment of pupils, employing effective intervention strategies when required to extend pupil achievement.
- Producing on request detailed reports on the progress/achievement of any pupil taught.

- Attending all meetings relevant to the role and responsibilities, and attending all parents' evenings for groups taught, as well as other events as directed.
- Communicating effectively with parents and pupils, maintaining high standards and expectations.
- Promoting pupil achievements, career opportunities and experiences, providing relevant material for the school website and newsletter.
- Providing guidance and advice to pupils on matters related to their progress and development, and when working towards scholarships for senior schools.

Pastoral responsibilities

- Undertaking pastoral responsibilities as directed and working with pastoral leads to support pupil welfare.
- Being a form teacher if requested, encompassing academic, pastoral and administrative oversight of the form and acting as the main point of contact for parents.
- Ensuring that the department remain alert to the pastoral needs of the children and where appropriate share pastoral observations in line with school guidelines



Job Specification

Other duties

- Playing a full part in the life of the school community, supporting its mission, ethos and policies.
- Setting high personal standards of dress and appearance, attendance/punctuality and class discipline/behaviour, always upholding the staff Code of Conduct.
- Maintaining good order and discipline amongst pupils and being active in implementing the school's policies on rewards and sanctions.
- Actively engaging in safeguarding practice and health and safety supervision, both in school and on trips.
- Liaising with the Head, Deputy Head Academic, Deputy Head Pastoral and colleagues regarding information concerning the needs and abilities of individual pupils.
- Ensuring equal access to learning for all pupils.
- Undertaking supervisory, cover and invigilation duties as directed.
- Taking a lead role and positive involvement in leading co-curricular activities.
- Committing to personal professional development, including active engagement in staff training and the performance review process.
- Always complying with relevant school policies and procedures.

This job description should be seen as enabling rather than prescriptive and will be subject to regular review as the needs of the school evolve. You will be required to undertake other comparable duties as the Deputy Head, Head or senior colleague may require from time to time.

Person Specification

Qualifications

- Relevant degree with high honours
- DfE recognised teaching qualification

Knowledge

- Evidence of appropriate continued personal and professional development
- Extensive high-level knowledge and ability in relation to Classics in KS2 and KS3 (teaching ability at KS4/5 is desirable but not essential).
- Excellent knowledge of strategies to support teaching and learning
- Confident knowledge of /ability to apply Keeping Children Safe in Education

Experience

- Experience of leading a department with evidence of raising standards (desirable)
- Proven excellent record of teaching Classics and Latin
- Experience of managing a team successfully
- Effective budget management

Competencies

- Inspirational teaching and presentation skills, demonstrating innovative, future focused outcomes
- Ability to build effective relationships with pupils, parents and staff
- Collaborative, team-oriented problem-solving style
- Proactive and positive approach, anticipating needs before they arise
- Ability to communicate effectively to a range of audiences
- Ability to work under pressure, prioritise, manage time effectively and meet challenging goals
- Ability to make effective decisions and take necessary action
- Recognised capacity for leadership and enjoyment of leadership tasks, including creating, articulating and justifying an inspirational vision
- Skilled listener, relationship builder and critical thinker
- Commitment to equal opportunities
- High levels of motivation and commitment to high standards
- Demonstrable personal warmth and enjoyment of working with pupils and adults
- Willing to participate in the life of the school, including co-curricular and pastoral commitments.

Please note that as part of our safeguarding policy, applicants will be required to undertake screening relevant to the post, including checks with past employers and the Disclosure and Barring Service. Online checks of publicly available information will be carried out for shortlisted candidates, in line with KCSIE 2025.

THE SCHOOL

Danes Hill School is widely recognised as one of the leading co-educational day preparatory schools in the country. Situated in 55 acres of landscaped ground in the village of Oxshott, Surrey, Danes Hill provides boys and girls aged 3 to 13 with a broad and balanced curriculum.

We want all of our pupils to fulfil their academic potential, and each year a large number of scholarship and exhibition awards are achieved at a wide range of day and boarding senior schools. With our core values of passion, growth, respect and courage, we develop children who are confident and ambitious. In addition, to the emphasis on academic work, they have plenty of opportunity to develop sporting, musical, dramatic and other non-academic interests.



Why Work at Danes Hill School?

Location:

Danes Hill offers an exceptional working environment, and when you visit the site you get a proper sense of the grounds, facilities and resources. Set in 55 acres with views across the beautiful Surrey countryside, it can be hard to believe that it's still an easy distance from London. Staff travel to Danes Hill from a wide radius, with Oxshott station less than a 20-minute walk from the Prep School (15 minutes from Bevendean). Car parking is available for all staff, as well as our Cycle to Work scheme.

Community:

Working at Danes Hill, you become part of a large, dynamic community encompassing all the teaching and non-teaching staff. Dedicated support staff work in tandem with teaching staff, taking care of many administrative and support tasks in a friendly, cooperative environment. Teaching takes place across 34 weeks of the year (with additional training days). Appropriate technology is provided during induction, including laptops and accessories. Class sizes are small and the resources available to support teaching, pastoral care and our co-curricular programme are fantastic.

Development:

As a place of education, it's vital to us that we all invest in our learning. A weekly staff meeting and twilight training session takes place on a Monday after school, with updates and focused training on a range of subjects. Our Head of Staff Development works with teachers new to the profession, to make sure they get the support that they need. Our appraisal and probation systems ensure that everyone gets the chance to review their work with their line manager, and we invest in CPD and training across the School – including professional qualifications and apprenticeships.

Reward:

At Danes Hill, we are committed to ensuring that everyone who works here benefits from fair and transparent pay systems. Our teacher pay scale, introduced in September 2023 following staff consultation, offers a generous core salary along with opportunities to take on additional responsibilities through management allowances. A new pay scale for support staff was also developed and implemented in September 2024.

Benefits:

Generous pension scheme provided by APTIS (Aviva). Non-contractual fee remission is given to all staff on a pro rata basis and currently represents up to 50% reduction on full fees, as well as free wraparound care and discounted holiday clubs.

We offer a salary sacrifice scheme for electric vehicles, giving staff the opportunity to lease a brand-new electric car at a reduced cost. This benefit supports our commitment to sustainability while helping employees save on tax and National Insurance contributions.

Healthcare:

The dedicated medical team at Danes Hill provide excellent support to staff as well as pupils and parents and organise flu jabs for staff annually. Education Support are in place as the School's Employee Assistance Programme – providing confidential help 24/7, 365 days a year.

Wellbeing:

Lunch is provided to all staff during term time (and is healthy, plentiful and delicious!), and several members of staff offer their expertise free of charge to run different activities, including circuit training, running, badminton, football and the staff choir. The Common Room team organises social events and charity fundraisers.



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