



CITY OF LONDON
SCHOOL FOR GIRLS

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Teacher of Spanish
(1 year maternity cover)

The role

Spanish is one of four modern languages offered at CLSG and is a popular choice among students. In year 7, pupils select two languages from French, German, Spanish or Mandarin Chinese, beginning a rich and ambitious language-learning journey.

We are seeking a dynamic, enthusiastic and highly committed graduate with excellent linguistic and literary knowledge of Spanish, and the ability to inspire students from year 7 through to A Level. The successful candidate will be passionate about language learning, eager to contribute to a thriving department, and committed to delivering outstanding teaching and learning.

The languages faculty is exceptionally well resourced, offering a wide range of authentic and curriculum-focused materials in both digital and print formats. We subscribe to numerous online platforms and publications that support both classroom teaching and independent learning. Technology is fully integrated into teaching and learning across the department, with students making extensive use of their own iPads to enhance engagement, consolidate learning and extend their studies beyond the classroom.

Languages are taught predominantly through the target language using a communicative approach that develops students' confidence, fluency and cultural awareness. Alongside fostering a genuine enjoyment of language learning, we place strong emphasis on academic rigour and intellectual curiosity. We believe that secure grammatical knowledge provides the foundation for effective communication and enables students to achieve the highest standards.

Outcomes in Spanish are consistently excellent at both GCSE and A Level, with students regularly achieving outstanding results and progressing to study languages and related disciplines at leading universities. All language students follow the Edexcel IGCSE and A Level specifications.



The department

There are currently three full-time Spanish teachers and two foreign language assistants. The teacher of Spanish is directly responsible to the head of the Spanish department.

We use the digital Viva 1, 2 and 3 course in years 7 to 9, providing a strong foundation in language skills and cultural understanding. In years 10 and 11, students follow the Edexcel IGCSE specification, achieving consistently excellent outcomes.

There is a strong tradition of language learning in the sixth form, where students are encouraged to develop linguistic independence, intellectual curiosity and a deeper appreciation of Hispanic culture. A wide range of literary texts, films and authentic materials enriches the curriculum, while allowing for a flexible and stimulating approach to learning. Literature and film are taught entirely in the target language, and A Level students follow the Edexcel A Level specification, supported by a wealth of additional resources.

Beyond the classroom, the Spanish department offers a rich programme of cultural and linguistic enrichment. Students in year 8 have the opportunity to visit Málaga and Seville, while year 10 students take part in a study visit to Valencia. In the sixth form, students can attend an immersive language course in a Spanish-speaking destination, either in Spain or Latin America. Most recently, students participated in a volunteering and language programme in Antigua, Guatemala, combining linguistic development with meaningful cultural engagement and community service.



The role

The teacher of Spanish will play a full and active role in the life of the department and the wider school community. They will be expected to contribute positively to the sharing of good practice, inspire enthusiasm for Spanish and Hispanic culture, and foster strong relationships with students, colleagues and parents. The department values a collaborative approach to professional development, and lesson observation is encouraged as a means of reflecting on and enhancing teaching practice.

The successful candidate will contribute fully to the broader life of the school in accordance with its aims and values, including participation in co-curricular activities and departmental initiatives. They should also be willing to support and accompany educational visits and exchanges, including spending part of school holiday periods on trips to Spain and other Spanish-speaking destinations.

As a member of the languages team you will be required to fulfil the following:

- To help with the general administration of the Spanish department helping to build a resource base.
- To help promote Spanish through disseminating information about careers using languages as well as publicising films and cultural events relevant to the students.
- Take part in the review of the schemes of work, handbook and development plans.
- Take part in regular appraisal, mutual lesson observations and share ideas for good practice.
- To attend in-service training and to feed back to the team.
- Encourage the ethical use of AI or other digital resources in language learning.
- To potentially help to organise and accompany one of the Spanish trips in London or overseas.
- To be an open-minded, very enthusiastic teacher who can engender a sense of enjoyment of language learning in every lesson, achieve high academic standards and have a strong commitment to your own professional development.



Summary of responsibilities

General duties will include:

- To take on duties and responsibilities as shall from time to time be allocated by the deputy head (academic).
- To attend regular departmental meetings.
- To participate in the school's appraisal scheme and to take advice from the deputy head (academic) and other senior colleagues on professional development.
- To co-operate in the preparation and marking of examinations, including assisting with the administration and marking of entry examinations, report writing and other assessment and record keeping procedures.
- To co-operate in the preparation of new courses, the exploitation of cross-curricular links and the organisation of general studies courses.
- To undertake supervisory duties and to attend INSET sessions and meetings on days outside full term as necessary.
- To undertake the duties of form tutor, including administrative duties such as registration, as well as disciplinary and pastoral care of a form group.
- To attend parents' evenings and staff meetings (including those which take place before and after the school day and before the beginning of term) and to attend morning assembly and major school functions.
- To make a contribution to the extra-curricular life of the school.



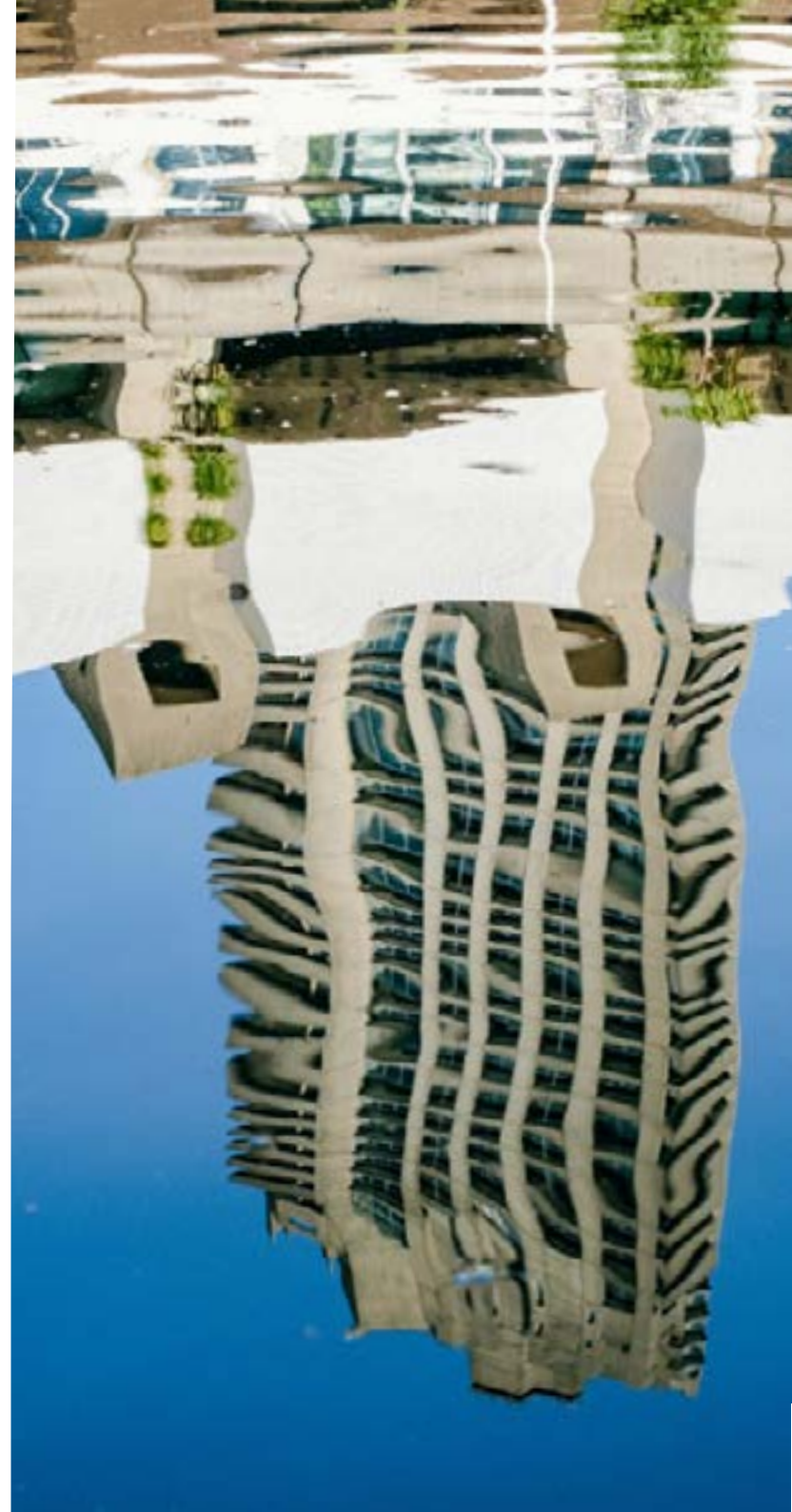
Person specification

Essential

- Good qualifications – degree or equivalent in Spanish.
- Competency in the use of digital tools (Onenote, Teams, Isams or similar) for administration, teaching and report writing.
- Commitment to further professional development
- Good communication skills
- Willingness to get involved in the extra-curricular life of the school
- An ability to motivate students to reach their full potential

Desirable

- Experience of teaching Spanish from KS3 to A level.
- A proven track record of success with exam classes
- Understanding of the expectations of a high achieving academic environment.
- Experience as a form teacher.



Staff development and benefits

Members of staff at the City of London School for Girls enjoy competitive salaries.

The school is thoroughly committed to supporting the professional development of staff and we believe that staff learning is as important as pupil learning at CLSG.

The school is part of the City of London Corporation along with City of London School, Freeman's School, and City Junior School.

Teaching staff have five dedicated INSET days for training each academic year. Within the City family of schools there are frequent opportunities for collaborative professional development in which the school has always taken a leading role.

A staff fee remission scheme is available to members of teaching staff for children attending one of the four City independent schools. The rate is currently 50% of full fee for up to seven years, and further details can be supplied to applicants invited to interview upon request.

Annual season ticket loans, cycle loans, shopping discounts and reductions on ticket prices at the Barbican are among the range of benefits available to all staff. The school offers free and confidential employee assistance helpline.



How to apply

The closing date for this role is 9am on **Monday 21 September 2026**. Interview dates are to be confirmed.

To apply, please submit an application form via CVMinder.

CLSG is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

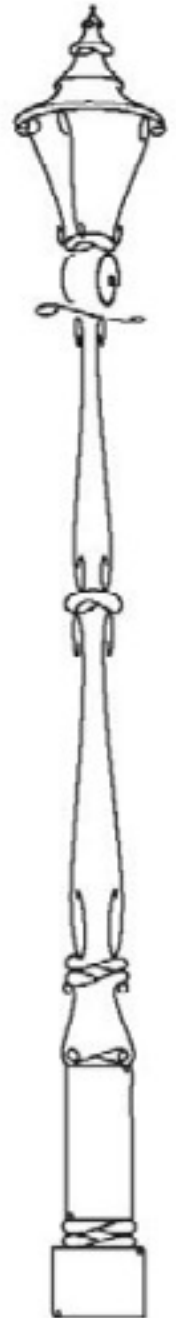
This post is exempt from the Rehabilitation of Offenders Act and as part of the selection process applicants must be willing to undergo child protection screening appropriate to the post, including employment references, criminal conviction & professional checks.

The City of London Corporation is committed to equal opportunities and welcomes applications from all sections of the community.

Important instructions for applicants

- The application form should be used to detail all relevant qualifications and provide a full, dated career history with explanations of any gaps in employment
- If you have spent three months or more living or working outside the UK, you should tell us the country/ies and the dates of your stay
- Space is provided in the application form to include a supporting statement. You should use this statement to set out clearly why you consider you are suitable and how you meet the criteria listed in the person specification for the post
- You should declare any relationships you have to members or other employees of the City of London Corporation
- Shortlisted candidates will be required to declare all criminal offences, including those that are spent

Note that any misrepresentation of or failure to declare information that is material to the appointment may invalidate an application, or lead to summary dismissal if the applicant has started in post.



Conditions of service

The school is an equal opportunities employer. The school welcomes applications from all suitably qualified persons regardless of their race, gender, disability, religion/belief, sexual orientation or age.

CLSG is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All applicants should read the school's child protection policy, [which is available here](#), and are required to declare any criminal convictions or cautions, or disciplinary proceedings related to young people. [Our recruitment policy can be found here.](#)

All appointments are subject to satisfactory references and checks, including verification of identity, qualifications and right to work in the UK, a satisfactory enhanced disclosure and barring service certificate, medical clearance and overseas checks (where applicable). Applicants should be aware that the school may approach any previous employer to seek a reference.

It is a condition of appointment that employees for whom new DBS certificates are obtained are subscribed to the disclosure and barring update service, and give the school consent, whilst they remain in employment, to carry out regular checks via this service on the currency of their certificate.

Once appointed, the post-holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the school's child protection policy at all times. If in the course of carrying out the duties of the post the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the school s/he must report any concerns to the school's designated safeguarding lead (deputy head, pastoral) or to the headmistress.



Our school

City of London School for Girls is an independent day school for pupils aged 11-18 situated in the heart of the Barbican. Opened in 1894, the school provides an outstanding education for able students from all backgrounds, cultures and faiths. We capitalise on our location to attract students from all over Greater London and beyond, and give them access to every learning opportunity our capital has to offer.

Academic yet unstuffy, modern yet acutely aware of its history, diverse yet with a strong sense of identity, our school defies easy categorisation. This is best demonstrated by our unique geography, nestled between the brutalist Barbican and looming Roman walls. Ours is an intellectually edgy, unassuming and unpretentious environment, unshackled by tradition, and imbued with a relaxed excellence. This is a refreshing and modern place in which to work and learn.

Achieving academic excellence is an important part of life at City, but so too is the provision of a wealth of co-curricular opportunities, broadening students' lives with new experiences and challenges. A highly supportive system of pastoral care is in place in which understanding, encouraging and inspiring individual pupils is fundamental. Our school is cosmopolitan in outlook and the staff and students make the most of all that London has to offer. We are committed to an active partnership programme, to an international outlook and to educating students to be the leaders of tomorrow.

The school has about 800 pupils. There are c,200 girls in the sixth form. Entry is by competitive examination and interview at 11+ and 16+. The school has a strong academic tradition, and virtually all girls go on to higher education. Approximately 20 per cent of the girls in the senior school are on means-tested bursaries.



Our ethos

Being a pupil at CLSG means being part of the City of London and part of the great tradition of people arriving in the City, learning, and working together to forge better lives for themselves and for the world.

We reflect the City's pioneering energy in the liberal, scholarly education it offers and in our inclusivity. We encourage pupils' curiosity and courage, emphasise respect, collaboration and connectedness for communal and individual success. We seek to build readiness for the world that our location and ethos so distinctly delivers.

Our values of respect, responsibility and resourcefulness underpin our ethos.

Our vision

We inspire our pupils to **find their space to pioneer.**



Our strategic development plan will *ready* our pupils in five key areas:



[Our strategic development plan can be read in full on our website by clicking this link.](#)