



DS 006 Temporary Teacher of Science

Teaching



Interview date

19th November



Contract type

Fixed-Term
1 year



Start date

Summer Term 2027

Safeguarding Statement:

Dragon School is committed to safeguarding and promoting the welfare of children and expects all colleagues to share this commitment. All appointments are subject to an enhanced Disclosure and Barring Service (DBS) check.

Applicants should review the School's Safeguarding Policy and Safer Recruitment Policy (which includes information about our approach to the employment of applicants with criminal convictions). These policies are available on our website at www.dragonschool.org.



MESSAGE FROM THE HEAD

Introduction

Dragon School is one of Britain's leading preparatory schools, offering a first-class day and boarding education for children aged 4-13 years. Located in the heart of the city of Oxford, the Dragon provides a distinctive educational experience that not only celebrates childhood and the joy of learning, but also prepares young people with the skills to thrive in a rapidly changing world and continue to 'Reach for the Sun' (Arduus ad Solem).

This is an exciting time to join the Dragon School Community as we have just launched our Strategy for 2027 and Beyond. This plan outlines our ambition for the next few years including our plans for a network of schools across the world. We welcome colleagues to the Dragon who will add value to our community with their unique skill set and share in our ambition.

Free-thinking sits at the heart of a Dragon Education. As a School, we are constantly seeking to innovate, developing the curriculum both in and out of the classroom. Dragon Quest, our Saturday enrichment programme, is a unique opportunity to stretch our pupils further, giving children the freedom to learn new and unfamiliar skills, from beekeeping to exploring anthropology; we are only limited by our imaginations. Equally, giving back, service and philanthropy is integral to being a Dragon.

We are pleased that you are considering applying for this role and we hope this brochure gives you all the information you need. We look forward to receiving your application.



"We welcome colleagues to the Dragon who will add value to our community with their unique skill set and share in our ambition."



ABOUT THE DRAGON

The School

Since 1877, Dragon School has cultivated Kindness, Courage, and Respect in its young learners. Today, we are an extraordinary co-ed day and boarding school in Oxford for children aged 4-13.

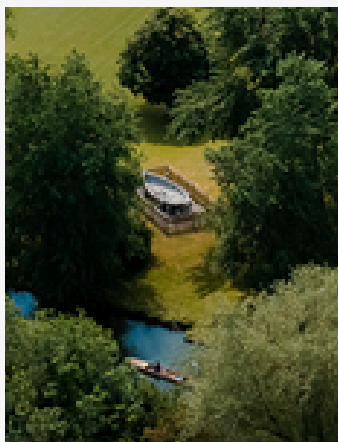
In terms of location, the Dragon enjoys the best of both worlds. Our nurturing Pre-Prep is in vibrant Summertown, and our North Oxford Prep boasts expansive playing fields rolling down to the banks of the River Cherwell. In our classrooms, you will feel the energy, excitement and aspiration which define a Dragon Education. And elsewhere around School – on the playing fields, in our new music and performing arts centre, in the boathouse, art studios, science labs or our homely boarding houses – you will get a sense of the strong relationships and the powerful ethos that binds our School community.

Our progressive outlook is built on a legacy of intellectual curiosity. The School was founded as the Oxford

Preparatory School in the 19th century to educate the sons of Oxford University dons. The name was soon changed to Dragon School and it was run for many years by the Lynams, a family with progressive educational views. Today, the Dragon's aims and ethos remain true to its founding tenets that school should be a place of inspiration, wonder and, above all, fun.

We are proud of our history, but we refuse to stand still. The Dragon is proudly co-educational and inclusive, and our boarding and day pupils represent thirty different nationalities. Diversity cultivates a dynamic, cosmopolitan environment where young learners can feel proud of their unique qualities. This strong sense of self feeds our pupils' energy and drive, and many move onto senior school with academic and specialist scholarships.

When you join the Dragon, you join a lifelong community.



ABOUT THE JOB

The Role

Overview

The Dragon School seeks to appoint a dynamic, well qualified and inspirational Teacher of Science to teach from yrs 4–8, up to Common Entrance and Scholarship level. The successful candidate would also play an active role in the on-going development of Science resources and make a wide contribution to the life of this busy and exciting school. The Department is lively, well-equipped and fully abreast of the latest developments in teaching and looks to develop potential in all areas of the subject. Experience of, and a willingness to teach Year 4 & 5, is desirable but not essential.

Purpose

This is a full-time, fixed term contract (maternity cover) beginning in the Summer Term 2027.

All staff contribute to extra-curricular activities. Games players would obviously find their talents used, but the school is large enough for a great variety of cultural and academic interests to be welcomed and to provide ample opportunities for further career progress within the school.

Reports to: Head of Science

Duties and responsibilities

The duties and responsibilities highlighted in this job description are indicative and may vary over time. Postholders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post. Duties will include, but not be limited to:

- To plan, prepare and teach lessons according to the educational needs of pupils assigned to him/her.
- To assess, record and report on the development, progress and attainment of the pupils assigned to him/her within the guidelines written in the Staff Handbook.
- As a Tutor, to promote and facilitate the general progress and well-being of individual pupils within any group of pupils assigned to him/her, providing guidance and advice on educational and social matters.
- To participate in meetings and other activities, both within and out of School, which provide opportunities both for the exchange of views and for other forms of professional development.
- To carry out the administrative tasks and duties outlined in detail in the Staff Handbook.
- To contribute to the extra-curricular activities of the School by running at least one club that takes place regularly outside school hours, as well as the school's Saturday morning enrichment programme, QUEST.
- To assist with teaching Sport each term or teach in lieu.

Health and Safety at Work

All colleagues share responsibility for achieving safe working conditions. The postholder must take care of their own health and safety and that of others, observe applicable safety rules and follow instructions for the safe use of equipment.

For an informal discussion about the role please contact Nick Moore, Head of Science, at nick.moore@dragonschool.org



ABOUT THE APPLICANT

The Person

Essential

- Graduate with relevant teaching qualification related to teaching Science at an advanced level
- Currently teaching or recent experience of teaching in a Preparatory or Senior School
- Devoted to the well-being and education of children
- A teacher able to command instant respect from his/her peers, the children and the parents
- Able to communicate well with children
- Experienced in using IT in administration (and ideally teaching) and manipulating data
- Able to work under pressure and to learn quickly the systems and routines of a new school
- A strong communicator and a good listener
- Energetic, pragmatic and resourceful
- Commitment to the principles of Diversity, Equity and Inclusion
- Commitment to safeguarding and promoting the welfare of children
- Values and respects the views and needs of children

Desirable

- Experience of preparing pupils for Common Entrance or Scholarship Papers (or Science GCSE/A Level)
- Experience of, and a willingness to teach, Year 4 & 5 Science

EDI Statement

At Dragon School we know that diversity promotes creativity and innovation. We are committed to equity of opportunity and to being a fair and inclusive employer.



Salary and benefits

Salary



Up to £49,491 p/a plus allowances

Dragon School has its own 10-point salary scale. In 2026/27 the range is £33,756 to £49,491. Position on the scale is based on years of teaching experience.

Allowances are available for colleagues who take on additional responsibilities. Opportunities are advertised internally and include roles such as Assistant House Parents, Heads of Year, Heads of Minor and Major Departments and Safeguarding Leads.

Many colleagues who live off site (not in school accommodation) receive a "Living Out Allowance" (LOA) of £4,300 p/a in return for:

- supervising one evening Prep a week, followed by the taking of Supper and "Dorms" in a Boarding House;
- being on weekend duty for two weekends per academic year; and
- supervising the London bus approximately once every two years.

Pension

All eligible colleagues are auto-enrolled into the School's Defined Contribution pension scheme. The School makes an employer contribution of 16.48% of salary alongside an employee contribution of 2%.

Dragon School withdrew from the Teachers' Pension Scheme in 2021 and therefore participation in the scheme is not possible.

Pension Salary Sacrifice

Pension salary sacrifice is offered as an optional agreement to exchange part of gross salary for an increased pension contribution. This is a tax efficient way of saving as tax and National Insurance (NI) contributions are reduced.

Pension Exchange

Colleagues may exchange part of the 16.48% employer pension contribution for salary. This option gives colleagues the flexibility to take a higher salary in return for lower pension contributions should they wish to do so. The School's employer contribution may be reduced to 8% or 12%.

Fee Remission

We offer a generous fee remission of up to 75% of day fees for up to two children attending our Prep School (E Block to A Block inclusive). Fee remission is not currently available for children attending the Pre-Prep.

For colleagues who work part-time, fee remission is calculated on a pro-rata basis. The method of calculation varies depending on the nature of the role and working pattern.

Full details of the scheme, including eligibility criteria, pro-rata arrangements and other terms and conditions, are available in the School's Fee Remission Policy. Candidates who would like further information are welcome to request a copy from the People team.

Accommodation

We have limited accommodation available, but we try to help where we can. Colleagues whose roles require them to live and work within our boarding houses usually live rent free and do not pay for council tax or utilities. Gas and electricity are taxable benefits and reported annually by P11D.

Colleagues who live in school accommodation and undertake supervisory boarding duties in the evenings and at weekends will usually live rent free but will make a monthly contribution towards the costs of council tax, water, gas and electricity which is deducted directly from salary.

Other benefits



Coaching Programme

External one-to-one confidential support sessions for professional development



Counselling

Free confidential counselling sessions (six per issue, per year)



Cycle to Work Scheme

A tax efficient way to buy a bike and/or accessories (via salary sacrifice)



Electric Car Scheme

Drive a new fully insured and maintained car for a fixed monthly amount (via salary sacrifice)



Employee Assistance Programme

24 hour, 365 days confidential support and advice



Enhanced Maternity and Paternity Pay

Maternity and paternity pay above the statutory minimum



Eye Test

Free annual eye test for regular VDU users



Flexible Working

Ask us about job share opportunities, hybrid working etc.



Income Protection

Regular income (for up to 3 years) and rehabilitation support in the event of sickness or injury



Life Insurance

3 x annual salary



Meals

Free nutritious and delicious meals while on duty



Sick Pay

Generous sick pay, should it be needed, above the statutory entitlement



Colleague Discounts

Various discounts including on school holiday courses for children



Swimming Pool

Free access to the School's swimming pool at designated times



Work Pattern

34 weeks of term time (shorter terms than the maintained sector) with half termly exeat

The selection process

- Applications should be submitted via our [website](#)
- Applications will be reviewed on receipt, and we reserve the right to close the vacancy early should a suitable candidate be appointed
- For safeguarding reasons we are unable to accept applications by CV.
- You will be required to complete a full employment history and account for any gaps.
- You will be required to nominate a minimum of two referees (one must be from your current or most recent employer). If you've previously worked in a school or with children, one reference must be from the most recent relevant employer where you last worked. If you've been employed by a school, the reference must be from the school's Head.

Pre-Interview

If you are shortlisted for interview the School will contact your referees (unless you have specifically asked us not to before appointment), will conduct an online search on you and require you to complete a safeguarding self-declaration. The online search will consider any relevant incidents or issues involving you that are publicly available (including information contained in social media accounts).

Interview

Your interview will involve a brief session with our People (HR) and School Office Team during which you will be required to produce original documents to verify your identity including your birth certificate and evidence of any name changes, address, right to work in the UK, qualifications and professional status and overseas checks (if relevant).

Post-interview (pre-appointment)

- All appointments are subject to an enhanced Disclosure and Barring Service (DBS) check.
- If you have worked or been resident overseas for three months or more in the previous ten years then you will be subject to additional overseas police checks in accordance with statutory guidance.
- Where applicable to the role, you will be subject to prohibition from teaching and prohibition from management (section 128) checks.
- You will be required to complete an annual EYFS declaration and a declaration to confirm your medical fitness.

This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore applicants are required to declare any cautions, convictions, reprimands and warnings that are not protected under current DBS filtering rules.

In accordance with Keeping Children Safe in Education, it is an offence to apply for this role if you are barred from engaging in regulated activity with children.

For further information about the recruitment process please contact people.team@dragonschool.org





Dragon Prep School
Bardwell Road
Oxford
OX2 6SS

Phone: +44 (0)1865 315 548
Email: people.team@dragonschool.org

