



Application Pack

for the position of
Self-employed Language Tutor (Chinese)

Start date: September 2026

About St George's

St George's is a thriving independent boarding and day school of 234 girls aged 11-18, around 25% of whom are boarders (full, weekly and flexi), and with a Sixth Form of approximately 65 pupils. St George's offers an ambitious, connected and future-facing education tailored for pupils to realise their potential both at school and in fulfilling adult lives ahead.

The school is a place where girls flourish academically, creatively, physically and morally, a place where risks can be taken, lessons are learnt and challenges are welcomed.

We are a welcoming school with a warm sense of community. Visitors are impressed by our facilities within a beautiful setting and the ambition of our educational provision.

Our unique extended day and flexible boarding model allows all girls the time and space to foster confidence, independence and academic curiosity providing a future-facing education exclusively for girls in a world not yet designed for girls and introduces them to contemporary subjects and topics, through speakers, workshops, classes and visits.

St George's Ascot announced in January 2026 that it will join the St Albans Education Group (STAEG) during the summer term.

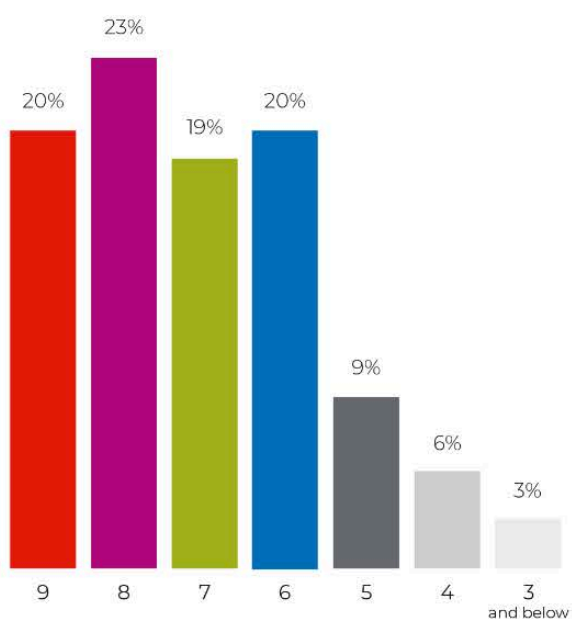
In April 2026, we announced our future partnership with St George's School Windsor Castle and our plan to create a new co-educational through school. The new through school, which is anticipated to be fully operational by September 2028, will offer a seamless educational journey from ages 3 to 18 with access to excellent facilities across the two existing sites.

St George's Ascot, as a step towards the co-educational future, will welcome boys, together with girls, into Years 7 and 9 from September 2027.

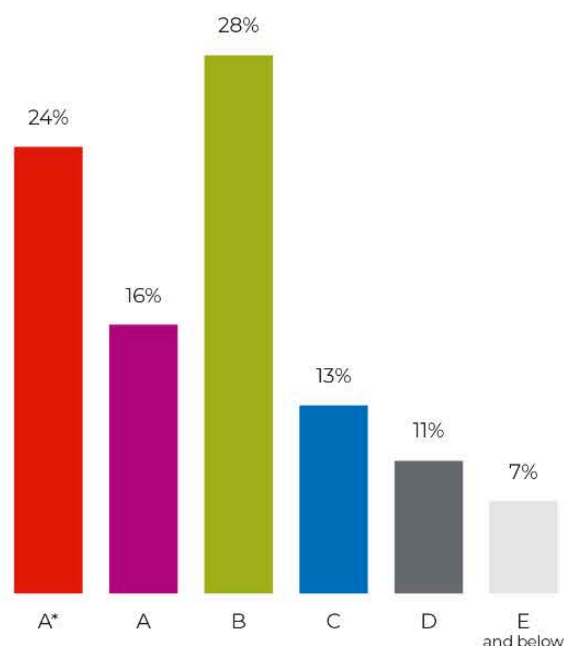


Our academic results are impressive, with the 'value-added' in public examinations a real strength. We understand how girls learn effectively and we regularly add at least one grade higher at GCSE and A Level than baseline testing would suggest. Our pupils achieved the following results in 2025:

GCSE RESULTS 2025



A LEVEL RESULTS 2025



N.B. Data correct at time of print but is subject to change.

St George's pupils achieved a 94% A*-B pass rate for EPQ in 2025

St George's offers an education that is grounded, relevant and fosters employability. The school operates as an Educational Trust administered by a Board of Governors, is a member of the Girls' Schools Association (GSA), Boarding Schools Association (BSA), ISBA, AGBIS and is ISC accredited.



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“

The girls are the biggest advocates for SGA
– funny, bright, ambitious and honest.

”

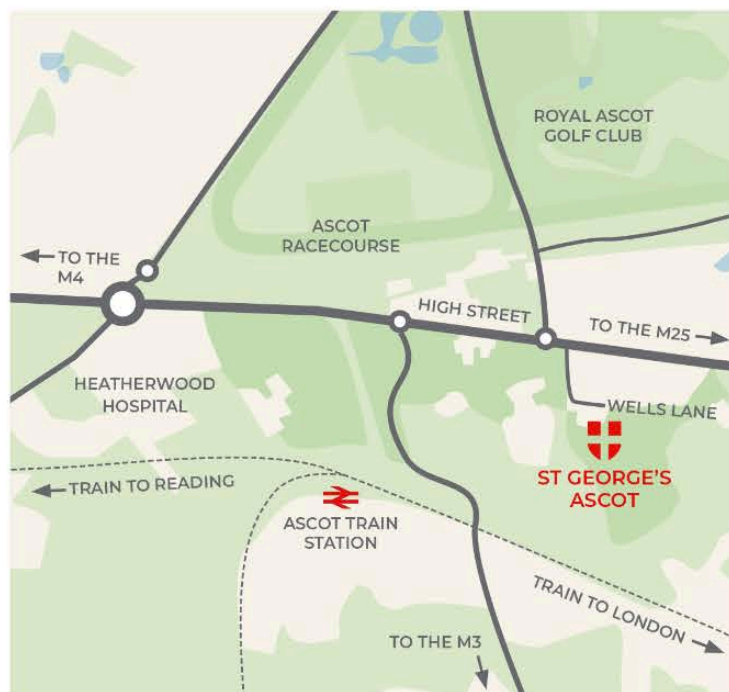
MUDDY STILETTOS

Our Location

The School is approximately 25 miles west of central London, on a beautiful, leafy 30 acre site, within walking distance of Ascot High Street.

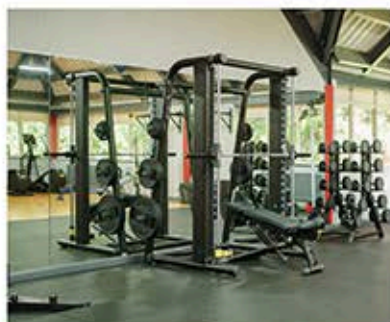
We are close to Windsor and Bracknell and equidistant from the M3 and M4 motorways.

Ascot High Street can be reached on foot in five minutes while Ascot Railway Station is less than a mile away.



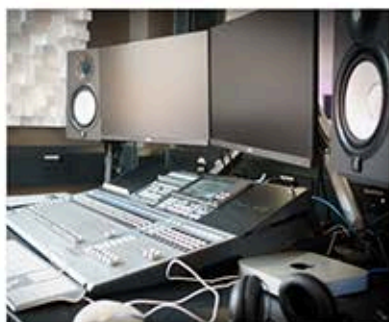
All facilities are on site and include, amongst others

- 25m, six-lane indoor swimming pool
- Large sports hall
- Sports pitches for football, cricket and athletics
- Eight tennis courts
- Indoor hardball cricket nets
- Light airy classrooms
- Purpose-built library
- A fabulous dining room serving our delicious award-winning food
- Three cosy, family-style boarding houses - one of which is solely for use by the Upper Sixth giving all girls (boarding and day) the space to study for their A Levels
- State of the art 300-seat theatre
- Mirrored dance studio
- Separate drama studio
- Technogym fitness suite
- Sports pavilion
- Six floodlit netball courts
- Squash court
- Science centre
- Photographic, textiles and art studios
- Music technology room and recording studio
- Computer Science room
- State of the art cookery and food technology room



“ St George's
combines small-school
cosiness with big-school
facilities. ”

TATLER



The Department

The Head of Department and four other specialist members of staff teach in the Modern Foreign Languages Department, which has enjoyed both academic success and very happy working relationships. In addition, the School engages Language Assistants to support girls' learning in French and Spanish. The Department occupies three modern classrooms and has its own office, where many of its resources are stored. The Department embraces the use of technology. All staff and pupils in Years 7 to 11 are loaned school-owned Chromebooks which enable them to benefit from the school's own VLE (Firefly) and the Google Suite. All the language classrooms are equipped with interactive display technology and online resources are used extensively in all Key Stages.

The objective of the MFL Department is to create an atmosphere in which both pupils and staff can achieve their own maximum potential in such a way that encourages learning, stimulates a love for languages, achieves success in examinations and fosters a lasting interest in the subject.

A number of languages as detailed below are offered as "paid extras" and are taught by visiting tutors who are line managed by the Head of Modern Foreign Languages.

Chinese	French
German	Italian
Japanese	Russian
Spanish	

The syllabi and methods employed in the department aim to enable pupils to:

- develop a positive attitude to languages
- consolidate basic skills and also set appropriately challenging work
- understand and apply a range of grammatical knowledge
- communicate clearly on a variety of topics
- appreciate other cultures
- infer meaning through the use of context and tone
- work independently as well as cooperatively
- acquire a firm foundation for further study



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“

A small, friendly girl's secondary boarding/day school in Berkshire, where kindness, confidence and ambition are celebrated.

— MUDDY STILETTOS —

”

Role and Responsibilities

The successful candidate will be required to provide private lessons to pupils who wish to study Chinese and guide them in their preparation for GCSE and/or A Level, working on a one-to-one basis.

- To teach weekly Chinese lessons to pupils
- To organise the weekly lesson timetable and to plan and keep accurate records of lessons and attendance registers (training will be provided as required)
- To advise and encourage pupils to take advantage of appropriate language activities such as competitions etc
- To prepare pupils for exams
- To be aware of the individual needs of pupils by liaising with the Head of MFL, Form Tutors and parents as appropriate
- To keep records of pupil progress and to write formal reports for parents as requested by the Head of MFL
- To attend meetings as directed by the Head of MFL.
- To perform other such duties related to the job as may be reasonably requested by the Head of MFL, Deputy Head (Academic) or Head





“ The school is an inclusive community in which those from different backgrounds get on extremely well together. ”

INDEPENDENT SCHOOLS
INSPECTORATE



Person Specification

Required competencies:

- Good interpersonal skills in order to interact with young people and encourage them to speak
- An understanding of the British schooling system
- The ability to implement a variety of teaching methods for pupils with different levels of fluency
- Good organisational and communication skills
- A flexible and willing attitude
- Fluent Chinese Speaker with excellent subject knowledge
- Ability to choose examination boards and guide pupils through their preparation following the specifications
- Ability to prepare lessons for GCSE and A level pupils
- Ability to conduct oral examinations when required
- Ability to deliver engaging lessons
- Ability to set and mark homework and assessments
- Ability to keep records of attendance
- Ability to keep a record of the work covered
- Ability to liaise with the Head of Department regarding the progress of the pupils and the paperwork regarding examinations
- Ability to maintain a positive and professional approach when dealing with parents and colleagues

Salary and Further Information

Visiting Staff

- a. **Start date:** September 2026
- b. **Salary:** This is a self-employed position. The successful candidate will be responsible for obtaining the details of parents and/or guardians and invoicing them directly. Sessions vary in duration between 30-60 minutes long and usually on a one-to-one basis. A charge of £15 per student per term is made for use of the School's facilities and is billed in arrears. We will guide price setting and initially this is suggested to be in the region of £45 per hour..
- c. **Hours of work:** The number of hours per week will vary on a term by term basis, depending upon the number of pupils requiring language tuition. You will be required to work term time only. You will be notified termly in advance of the number of hours you are required to work.
- d. **Notice Period:** The notice period required by either side to terminate the contract will be one full term.



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“ ...warm working
relationships **motivate**
pupils to learn and
achieve well. ”

ISI Inspection Report – September 2025



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“

We're delighted to welcome St George's Ascot to the Google for Education Reference School Program!

Your school is doing exemplary things with Google tools and we're excited for you to join this select group of Reference Schools.

”

THE GOOGLE FOR EDUCATION TEAM

The Process

Letters of application to the Head, Miss Fox, should be no more than two sides of A4 and, together with the completed application form and confidential cover sheet should be emailed to recruitment@stgeorges-ascot.org.uk

CVs will not be accepted. Please complete the relevant application form and confidential application cover sheet found here:
<https://www.stgeorges-ascot.org.uk/our-school/job-opportunities>

Deadline: Noon on Thursday 17 September

Interviews: Week commencing Monday 21 September

The School reserves the right to interview and/or appoint at any time during the recruitment process.

Any queries about this post may be made in the first instance to Jeremy Hoar, Deputy Head (Academic) on jhoar@stgeorges-ascot.org.uk.

St George's School is committed to safeguarding the welfare of children at the School. A review of open source social media and online content will be conducted after candidates have been shortlisted and you may be asked about this at interview. The appointment will be subject to a successful disclosure check from the Disclosure and Barring Service. This will give details of all spent and unspent convictions and other recordable matters. A policy on the recruitment of ex-offenders is available, if required, from the School Office. The supplied references will be taken up and the School may approach previous employers for information to verify particular experience or qualifications. A medical questionnaire will be required to be completed by the successful candidate.



25 MINUTES FROM
**HEATHROW
AIRPORT**
UNDER AN HOUR FROM
GATWICK



20%
INTERNATIONAL
PUPILS



FOUNDED IN
1877



100%
PASS RATE
AT A LEVEL



97%
PASS RATE
AT GCSE



**EXCELLENT
PASTORAL
CARE**

AND ONSITE
CHAPLAIN



70+
CO-CURRICULAR
CLUBS



94%
PUPILS
ACHIEVED THEIR
**1ST CHOICE
UNIVERSITY**



★ **PRESTIGIOUS** ★



GOOGLE FOR
EDUCATION
REFERENCE SCHOOL

**21 GCSE
SUBJECTS
AND
22 A LEVEL
SUBJECTS
ON OFFER**



**EXTENSIVE
FACILITIES**

INCLUDING:

**SWIMMING
POOL**

**COOKERY
ROOM**

**MUSIC
TECH AND
RECORDING
STUDIO**



**DANCE
STUDIO**

**FITNESS
SUITE**



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www.stgeorges-ascot.org.uk

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