

# Packwood

Part of the Shrewsbury  
School Family



Language Acquisition Teacher  
(French and Spanish)

# Contents

---

Page 3	Welcome from the Head of Packwood
Page 4	About Packwood
Page 5	Vision, Values and Mission
Page 6	The Shrewsbury School Family
Page 8	Language Acquisition Teacher
Page 9	Core Duties and Responsibilities
Page 11	Candidate Profile
Page 13	Benefits and Contractual Terms
Page 14	Application and Interview Process
Page 15	Safer Recruitment and Terms of Appointment



Packwood School is committed to safeguarding and promoting the welfare of children and young people, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

# Welcome from the Head of Packwood

---

Packwood's vision is to be a pioneer of a childhood that is nurturing and contemporary. This has been in the very DNA of this incredibly special school since its founding in 1892. Our culture is underpinned by The Packwood Way, which at its core has three core values – tenacity, respect and humility.

In January 2025 we launched our 2030 Strategic Plan, an ambitious blueprint for the next five years. Focusing on first rate academics, experiential learning, pastoral care and boarding and our rich co-curricular engagement, at its core our bold ambitions are designed to further embed an outstanding whole person pupil experience.



Packwood has always held a position as one of the UK's top boarding and day prep schools, and following our merger in 2019, our membership of the Shrewsbury Family of Schools heralds an exciting future. Packwood's identity as a rural, bustling Prep School is further enhanced through the partnership with the nine schools under Shrewsbury's guiding influence.

**We are seeking an outstanding and innovative teacher, and kind, imaginative and committed individual to teach Language Acquisition (currently French and Spanish) across the School, from Reception to Year 8.**

The successful candidate should have a passion for Languages, including French and Spanish, an important and highly regarded subject as the school continues to lead the way in prep school learning and teaching.

Set in idyllic rural Shropshire and part of one of the leading families of Schools globally, this opportunity could be perfect for someone seeking to work and live in a happy and forward-thinking school. Children have the freedom at Packwood to be independent, take responsibility and enjoy everything a childhood should be.

This role could be well suited to an experienced or early career teacher, or a bright, highly capable recent Graduate seeking to gain a teaching qualification.

If you are driven, good humoured, kind and adaptable and can generate excitement and passion from the children, then I would encourage you to consider applying to work in this magical setting.

Will Goldsmith  
Head of Packwood

# Packwood

---

As a member of the Shrewsbury School Family, Packwood’s vision is focused on the joy of childhood whilst inspiring pupils to develop character virtues, an adventurous spirit and a developed mindset for soaring performance. A Packwoodian’s limitless ambition in the classroom is matched by exceptional outdoor learning. Together with the values of respect, tenacity and humility, a Packwoodian will progress to senior school a confident, spirited and determined child, equipped with friends for life and backed by experiences and academic results that will shape their future.

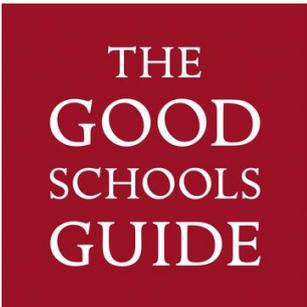
Set in 65 acres of beautiful Shropshire countryside, but only just over an hour from Manchester and Birmingham, our amazing site and facilities make Packwood a truly wonderful place for children to grow and develop, whilst enjoying an extended childhood.

Packwood has a national and international reputation for our focus on whole person education in a genuinely caring environment. Small class sizes and dedicated, specialist teachers help to ensure that every child makes the very best academic progress.

Our co-curricular programme plays a central role in school life. All pupils enjoy lessons in the creative and performing arts every week as well as playing sport almost every day. We encourage all our pupils to discover new passions and talents as well as further develop their existing strengths.

A key feature of life at Packwood is the welcoming and genuinely caring atmosphere in the school. All pupils, whether boarders or day pupils, benefit from the close-knit community – it is so much more than a school with many staff and pupils calling Packwood home.

With the strong support from, and collaboration with, Shrewsbury School, Packwood has a strong vision, derived from our position as a major co-educational boarding and day school.

The logo for The Good Schools Guide, featuring the text "THE GOOD SCHOOLS GUIDE" in white, uppercase letters on a dark red square background.

THE  
GOOD  
SCHOOLS  
GUIDE

“Everything a traditional rural prep should be, and more. Don’t expect a mini conservatoire or sports academy – the focus is on a fun, values-driven, all-round, outdoorsy education that boosts confidence and helps everyone find hidden talents. Under new leadership, it’s a very exciting place”.

*Good Schools Guide Review, December 2025*

# Visions, Values and Mission

---

## **Vision**

Pioneers of a childhood that is nurturing and contemporary.

## **Purpose**

An integral part of the Shrewsbury School Family, enabling a world-class whole person education that connects wisdom and ideas and competencies, for life.

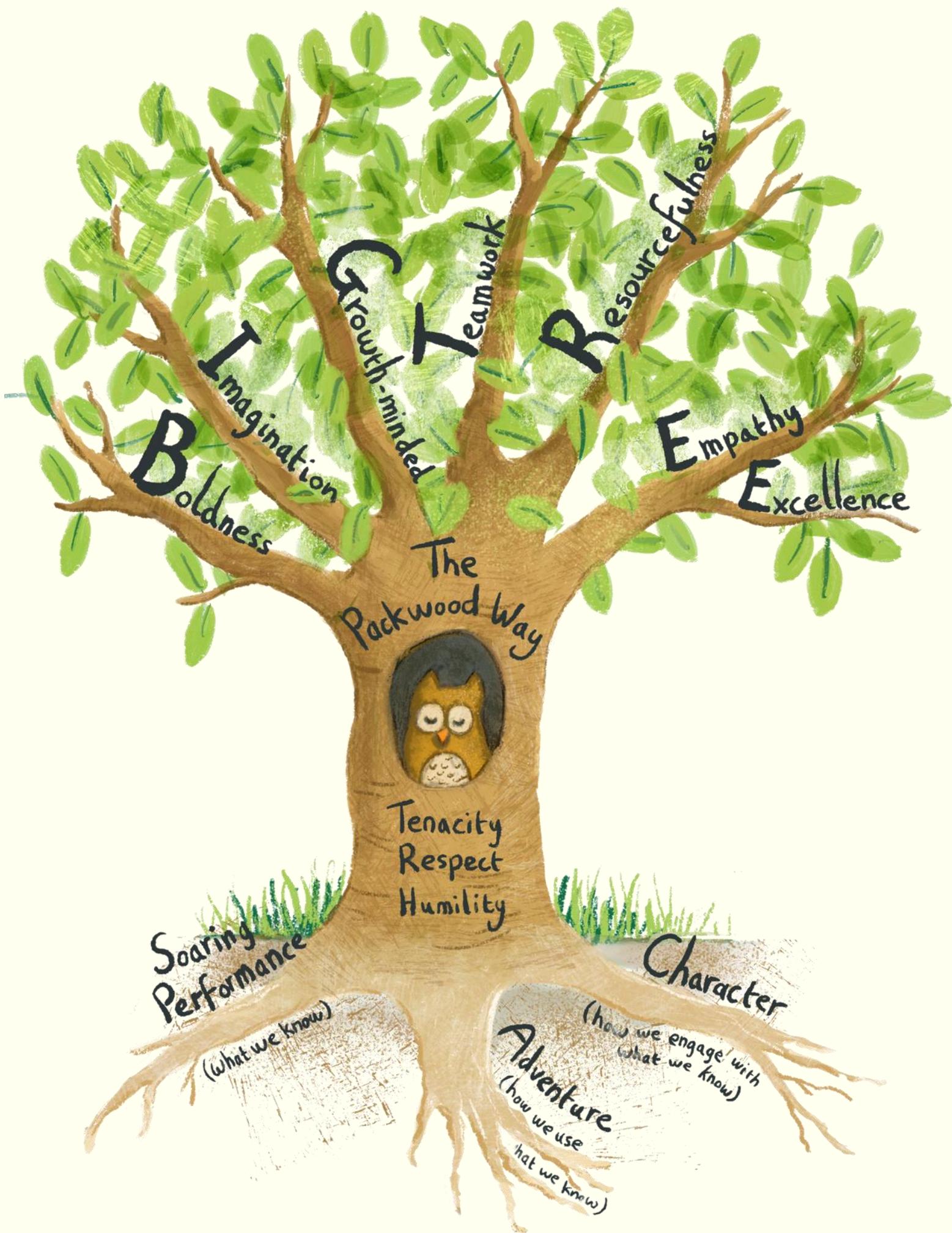
## **Packwood is:**

- Inclusive, rigorous and dynamic
- Committed to small class sizes and maintaining an outstanding and caring team of staff
- Built on an ethos of a family-focused boarding community
- Co-educational with a wide breath of opportunity for girls and boys
- Highly distinctive as a globally leading Prep School

## **The Packwood Way - our values**

A Packwoodian will have:

- The **Tenacity** to embrace new opportunities and challenges
- The **Respect** for diverse opinions and the world around them
- The **Humility** to reflect, adapt and forgive

**B** Boldness

**I** Imagination

**G** Growth-minded

**T** Teamwork

**R** Resourcefulness

**E** Empathy

**E** Excellence

The Packwood Way



Tenacity  
Respect  
Humility

Soaring Performance

(what we know)

Character

Adventure

(how we use what we know)

(how we engage with what we know)

# The Shrewsbury School Family

---

The Shrewsbury Family of Schools currently comprises nine schools with over 4,500 children being educated under the Shrewsbury banner in the UK and overseas. In the UK, there are three Prep Schools owned and operated by Shrewsbury: Packwood Prep School (2019), Terra Nova School (2025) and Prestfelde School (2025). There are currently five Shrewsbury International Schools – two in Thailand; one in Hong Kong; one in Cambodia and one in India. There are active plans to open further international schools in the coming years.

Shrewsbury School is a registered charity with a number of wholly owned trading companies. It has an annual income of £40 million (2024) and employs 700 staff across Shrewsbury School and its three tied prep schools. It is overseen by a Governing Body which has up to 19 members. The Governing Body and its various Sub-Committees meet once a term. This includes the Prep School Committee, chaired by Tony Halliwell. He is joined by five other Governors who sit on the Prep School Committee.

Leo Winkley, Headmaster of Shrewsbury since 2018, is the CEO of the Family of Schools. The Head of Packwood reports directly to him, alongside the Heads of Terra Nova and Prestfelde. A newly appointed Director of Education works alongside the Heads and Prep School Leadership Teams to enable connectivity across the schools.



# The Appointment of Language Acquisition (French and Spanish) teacher

## **The main responsibilities include:**

- Teaching Language Acquisition (currently French and Spanish) across the school - EYFS to Key Stage 3, inspiring a love of languages in the pupils
- Ensuring the development of a rigorous learner journey that aligns with Packwood's Curriculum SOAR and pedagogical approach
- Developing a wider culture of international-mindedness across the school, celebrating languages and different cultures through theme days and extra-curricular opportunities
- Enabling a constructive relationship with Languages teachers across the Shrewsbury Family of Schools, to enable the sharing of best practice and a seamless learner experience through to Year 9 at Shrewsbury
- Thoroughly prepare pupils for entrance exams and academic scholarships to a range of Senior Schools



# Duties and Responsibilities

The responsibilities below are neither exclusive nor exhaustive and the post holder may be required, within reason, to undertake other duties and responsibilities that the Head may determine within the purpose of the post.

## **Safeguarding and core expectations**

- Uphold the School's safeguarding procedures and policy at all times
- Conduct themselves in an appropriate professional manner at all times and to support and foster the aims of the School
- Ensure that they are familiar with the School's health and safety guidance and be mindful of their own health and safety and that of their pupils.
- Have a responsibility to ensure the safety and good conduct of the pupils, following the guidance in the Teaching Staff Handbook and helping to enforce the Packwood Code and Way

## **Academic**

- Maintain awareness of curriculum developments in languages
- Ensure that schemes of work are up to date and that Toddle planning, including assessments and post-unit reflections are kept up to date
- To assist with the department review programme, including learning journeys and department review
- To liaise closely with the Deputy Head (Academic Life) to ensure excellent standards of teaching and learning across the School
- To effectively uphold standards of assessment / recording
- To contribute to the sharing of good practice across the department
- To ensure, in conjunction with the Head of Learning Support, that the individual needs of all pupils are met
- To have overall responsibility for the academic progress of all pupils from Reception to Year 8 in Language Acquisition
- Take overall responsibility for the demands of Senior School entrance and Scholarship courses, including in listening and speaking preparation
- Provide opportunities for pupils to broaden their interest in and knowledge of languages
- To create a positive learning environment, including displays, including the promotion of *the Big Idea, Essential Questions* and *Big Tree Attributes*
- To keep abreast of all areas of innovation
- To help to ensure excellent digital skills development for pupils
- To attend parents' evenings and other parent-facing academic events
- To attend academic and Faculties meetings
- Maintain regular communication with the Shrewsbury MFL Faculty and other Senior School Heads of Department, especially regarding entrance exams and Scholarship
- Look for opportunities to organise trips within the department
- To enter pupils into local, regional and national competitions and workshops where appropriate
- To take a lead on whole School department days and have an input into cross curricular events

# Duties and Responsibilities

---

## **As a teacher**

- Undertake the preparation of lessons, marking of books and report writing required to ensure that their pupils achieve the highest possible standards
- Endeavour to follow closely, and contribute to, the guidance and schemes of work asset out in the principles of Curriculum SOAR
- Make good use of the School's resources to enhance learning, including Teaching Assistants and ICT
- Carry out any reasonable subject-related duties assigned by the Deputy Head (Academic Life)
- Carry out such duties as cover for absent colleagues and examination invigilation, as are allocated to them, punctually and efficiently
- Attend Staff Meetings, Parents' Evenings, whole School events and similar important functions out of School hours; be willing to accompany school trips
- Attend relevant in-service training each year, either in School at the start of term or externally after obtaining the consent of the Deputy Head (Academic Life)
- Undergo staff/departmental review as part of an ongoing process, which is formalised as part of a regular cycle
- Notify the Deputy Head as early as possible if they are going to be absent from School and, if absence is for personal reasons, set appropriate work. Self certification/ return to work forms must be completed for sickness (for one to seven calendar days, after which a doctor's note must be provided) and submitted to the Deputy Head
- Undertake the role of a Form Tutor as described in the Teaching Staff Handbook
- Undertake a weekly duty day, as allocated by the Deputy Head
- Run a Sunday trip / activity each term, and do a Sunday duty
- Play a full role in the School's co-curricular programme including:
  - Running an Evening Club per week
  - Run Junior Activities/ supervise preps- as allocated according to teaching timetable
  - Coach Games, in accordance with the candidate's own experience and training
  - Running a Packwood Award session
  - Running lunchtime enrichment / clinics
- Attend full School assemblies
- Drive a school minibus and car as and when requested by the Head of Packwood
- Be an active member of 'Sixes Staff' (the School's House system)
- Supervise a table at lunch, upholding good manners and the importance of the 'Packwood Way'
- Any other duties that the Head of Packwood might reasonably request from time to time to facilitate the smooth running of the School
- To assist with the school's marketing / digital presence, including writing articles for the fortnightly newsletter to promote Languages throughout the School

# Candidate Profile

---

**Teachers at Packwood will have strong personal qualities, charisma and kindness to motivate and inspire pupils.**

## **Qualifications and subject knowledge**

- An honours degree
- Outstanding subject knowledge to challenge able pupils and achieve strong results
- QTS is desirable

## **Pastoral and co-curricular**

- Commitment to boarding school life and the ability to carry out the role of tutor effectively
- Professional, yet caring and compassionate approach to working with pupils
- Willingness to be involved in School's co-curricular programme
- Evidence of a commitment to professional development, reflective practice and strong collaboration with others

## **Skills, values and attitudes**

- Wholly committed to the values and ethos of Packwood and to independent prep schools
- Alignment with the vision of the Shrewsbury School Family and a commitment to whole person education, the Shrewsbury way
- Ability to communicate, inspire and nurture pupils, staff and parents
- Highly organised with excellent planning and administrative skills
- Resilient, approachable and good humoured
- An outstanding role model with integrity and humility



# Benefits and Contractual Terms

---

## **Salary**

Packwood School has its own salary pay scale. The successful candidate will be placed on the scale in accordance with their level of qualifications and experience.

## **Hours**

This is a full-time position. A 'half-day' during term time (from 11am each week) in lieu of working Saturdays for full-time staff, as assigned by the Head.

## **Fee Remission**

We offer school fee remission for staff children.

## **Pension**

Teachers are currently enrolled into a Defined Contribution Pension Scheme. This has an employer's contribution of 16.5% salary.

## **Accommodation**

Accommodation might be available for a candidate prepared to play a full role within the boarding community at Packwood.

## **Provision of meals**

Meals can be taken in school during term-time. Teaching staff are expected to sit with children during lunch.

## **Cycle to work Scheme**

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

## **Parking**

Parking is provided free of charge on and around site in designated areas.

## **Training & Development**

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

**Full details of the terms and benefits of the post will be discussed with the successful candidate at the time of the initial offer. The offer will be subject to the receipt of satisfactory written references (verified by telephone), DBS and other regulatory clearances and to completion of a medical questionnaire.**

# Application and Interview Process

---

Please note that our recruitment process is handled centrally at Shrewsbury School. If you wish to apply, please complete Packwood School's application form (on our website) and send a covering letter of no more than 2 sides of A4 stating your interest in the post and how your experience and personal qualities make you a standout candidate. Your application form letter should be addressed to Will Goldsmith, Head, and submitted via the link embedded in the relevant job advert on our website, which can be found via [Job Vacancies | Shrewsbury School](#).

**Closing Date: 12 noon, Monday, 9 March 2026.**

All applications will be acknowledged by email.

Short-listed candidates will be contacted by telephone.

**Interviews will be held during week commencing Monday, 16 March 2026.**

Offers will be given verbally and in writing as soon as possible following the interview.

**We reserve the right to appoint at any stage of the recruitment process.**

Any questions or queries regarding applications should be addressed to: [recruitment@shrewsbury.org.uk](mailto:recruitment@shrewsbury.org.uk) or telephone 01743 250834.



# 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 a series of conditions and checks.

## **Probationary Period**

All appointments are subject to a twelve-month probation 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.

Note: 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 [Job Vacancies | Shrewsbury School](#). By Monday, 9 March 2026.

## **References**

To assess candidates' suitability, we shall request at least three references. Please note that in accordance with safer recruitment regulations, the school will follow up written references with a telephone call to the referee. We 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 or biometric residence permit
- 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)

# Terms of Appointment

---

## **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 medical questionnaire and if necessary, provide a satisfactory report from your GP.

## **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:

### **Disclosure & Barring Service (DBS) Disclosure:**

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:**

As a leadership position, this role will 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 the Keeping Children Safe in Education to carry out a social media check on all candidates invited for interview.

# Packwood

Part of the Shrewsbury  
School Family



**“A wholesome, rural school where childhood  
is cherished and kids are encouraged to think  
for themselves”.**

*Muddy Stiletto, 2025*

