



EAL Tutor

Carterton Community College

Salary: Grade 9 point 23-26- (£34,434) – (£37,280) pro rata. (Dependent on experience)

Hours: 21 hours per week – over 3 days, term time only, plus 5 inset days

Start Date: September 2026

Carterton Community College is entering an exciting new chapter under new leadership. With a clear and ambitious vision for the future, the school is on a journey of renewal and growth, placing high-quality teaching, an enriching curriculum and strong relationships at the heart of everything we do.

As part of this journey, we are redesigning our curriculum to ensure that every student benefits from engaging, meaningful and enriching learning experiences that develop creativity, confidence and cultural capital. Attendance and the promotion of the school's success is a vital role in this vision.

Job description/key responsibilities:

The EAL Teacher will play a key role in supporting students who are developing proficiency in English and are not yet able to fully access the curriculum through English. Working closely with teaching staff, pastoral teams, and external stakeholders, the postholder will deliver targeted language support, monitor student progress, and promote inclusive practices across the school to ensure EAL students thrive both academically and socially.

Key Responsibilities

Teaching and Learning

- Plan, deliver, and evaluate high-quality EAL lessons for students on a one-to-one basis and in small groups.

- Assess students' English language proficiency upon entry to the school and at regular intervals thereafter to inform intervention planning and measure progress.
- Develop and maintain individual EAL learner profiles, recording language proficiency, progress, and support strategies.
- Design and manage a teaching timetable that minimises disruption to students' mainstream curriculum learning while ensuring appropriate intervention.
- Organise teaching groups according to students' language proficiency and learning needs.
- Monitor and track student progress, adapting interventions as required to maximise outcomes.
- Identify potential barriers to learning, including possible SEND needs, and liaise with relevant staff where concerns arise.

Student Support and Pastoral Care

- Provide pastoral support to EAL students, helping them integrate successfully into school life and access available support services.
- Act as a key point of contact for students and families regarding language support and school provision.
- Support students in accessing educational resources and additional assistance, including revision materials, technology, uniforms, and external funding opportunities where available.

Collaboration and Staff Development

- Work collaboratively with teachers, pastoral staff, SEND teams, and senior leaders to identify students requiring EAL support.
- Advise teaching staff on effective classroom strategies to support EAL learners and promote inclusive practice.
- Deliver training and professional development sessions to staff on language acquisition, EAL teaching strategies, and culturally responsive approaches.
- Conduct classroom observations to evaluate how EAL students access learning within mainstream lessons and identify areas for targeted support.

Administration and Compliance

- Maintain accurate records of student assessments, interventions, progress, and outcomes.
- Ensure all work is carried out in accordance with school policies, safeguarding requirements, and relevant statutory guidance.
- Contribute to whole-school initiatives that promote inclusion, diversity, and student wellbeing.

Person Specification

Qualifications and Education

Essential

- Degree-level qualification or equivalent.
- TEFL, TESOL, CELTA, DELTA, or other recognised qualification in Teaching English as a Foreign/Additional Language.
- Enhanced DBS clearance (or willingness to obtain prior to employment).
- Evidence of continuing professional development relevant to EAL teaching.

Desirable

- Postgraduate qualification in Education, Applied Linguistics, TESOL, Language Acquisition, or a related field.
- Qualified Teacher Status (QTS) or equivalent teaching qualification.
- Additional training in SEND, safeguarding, or pastoral support.

Experience

Essential

- Experience teaching English as an Additional Language to children or young people.
- Experience working within a school or educational setting.
- Experience assessing language proficiency and developing targeted intervention programmes.
- Experience working effectively with students from diverse linguistic and cultural backgrounds.

Desirable

- Experience working in secondary education.
- Experience supporting newly arrived students and families.
- Experience delivering staff training or leading professional development.
- Experience working with students who have both EAL and SEND needs.

Knowledge and Understanding

Essential

- Strong understanding of safeguarding and child protection responsibilities.
- Sound knowledge of second language acquisition theory and language development.
- Understanding of effective EAL teaching strategies and inclusive classroom practice.
- Knowledge of assessment methods for measuring English language proficiency.
- Awareness of the challenges faced by multilingual learners in educational settings.

Desirable

- Knowledge of current EAL frameworks and best practice guidance.
- Understanding of cultural adjustment, migration, and the pastoral needs of internationally mobile students.

Skills and Abilities

Essential

- Excellent organisational skills and ability to manage a varied workload independently.
- Strong communication skills, both written and verbal.
- Excellent interpersonal skills and ability to build positive relationships with students, staff, and families.
- Ability to analyse assessment data and use it to inform teaching and interventions.
- Ability to work collaboratively as part of a multidisciplinary team.
- Strong IT skills and ability to maintain accurate records.

Personal Qualities

Essential

- Patience and resilience.
- Compassion, empathy, and emotional intelligence.
- Commitment to safeguarding and promoting the welfare of children and young people.
- Ability to establish and maintain appropriate professional boundaries.
- Cultural awareness, sensitivity, and curiosity.
- Adaptability and a proactive approach to problem-solving.
- Enthusiasm for supporting students from diverse backgrounds.
- Personable, approachable, and able to build trust with students and families.
- Willingness to contribute positively to the wider life of the school.

Desirable

- Knowledge of additional languages.
- Experience of living, studying, or working in multilingual or international environments.

Prospective candidates are welcome to visit the school. For further details please email recruitment@carterton.oxon.sch.uk. Application form to be completed via MyNewTerm.

Closing date: Sunday 28th June 2026

Safer Recruitment Statement

Oxfordshire Schools are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post involves the type of work with children and young people that requires applicants to undertake a Disclosure and Barring Service check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post. All users are considered confidentially and according to the nature of the role and information disclosed.