

WE

WISHFORD  
EDUCATION

# SUMMER SCHOOL PASTORAL ACTIVITY LEADER

Candidate Pack



## INTRODUCTION

Wishford Education offers high quality residential summer schools for international students aged 10-16 at [Westonbirt School](#) and aged 8 - 12 at [Hatherop Castle School](#).

### Our mission

We provide personalised, immersive and enriching educational experiences that foster growth and spark curiosity.

### Our values

- We are honest, caring and student-centred.
- We operate and communicate with integrity, empathy and respect.
- We go above and beyond to provide exceptional experiences.

## ROLE SUMMARY

We are looking for dedicated and enthusiastic Pastoral Activity Leader at Hatherop Castle Summer School to lead activities and excursions, and to look after our international students in a residential setting.

The post holder will report to the Activity Manager and the Centre Manager, and will have no direct reports.

The following vacancy is available for summer 2026:

### Hatherop Castle School

Dates: 05/07/26 - 19/08/26

Paid induction dates: 02/07/26 - 04/07/26 (2.5 days)

This role is residential.

NB: Induction period is paid at £11.77 (18-20 years old) or £14.69 (21 + years old) per hour (including holiday pay).

## HOURS, SALARY & BENEFITS

The weekly working hours are 48.

Duties will be assigned on the weekly rota for six out of seven days a week.

The weekly wage is £480 for 18-20-year-olds and £590 for 21 years+, plus a £25 bonus for specialisms (including holiday pay).

### Benefits include:

- Accommodation
- Three meals per day
- Free parking on site
- Fully paid DBS check
- Advanced safeguarding training
- First aid training

## APPLICATION & IMPORTANT INFORMATION

To apply for this position, please use the application form on TES. You can also use our online application form; Hatherop Castle School - [link here](#)

Informal enquiries are welcome, and should be directed to Amy Huggins, Commercial Operations Director- [summerschooljobs@wishford.co.uk](mailto:summerschooljobs@wishford.co.uk).

The safeguarding and welfare of children is everyone's responsibility and our number one priority. The post holder will be required to act according to our Safeguarding Policy and procedures and to align with safeguarding good practice.

All positions are subject to pre-employment checks including an enhanced DBS and overseas criminal records checks (if applicable). Two references will be required, and we will specifically check if there is any reason why the applicant should not be in contact with children.

Wishford Education is an equal opportunities employer and welcomes applications from all backgrounds. Appointments will be made solely on merit and will be made without regard to age, disability, gender, nationality, race, colour, ethnicity, or religion.

## DUTIES

The post holder will undertake a selection of the below responsibilities, according to the weekly rota.

**Activities:** To lead sports and other free time activities aligned with the post holder's interest and experience in an inclusive way, ensuring that opportunities for improving English language skills and cultural integration between foreign students and UK hosts are maximised throughout.

**Excursions:** To lead and supervise a group of students during half-day and all-day excursions, keeping to timings and itineraries, ensuring that students are provided with a culturally enriching experience.

**Pastoral care:** To provide a nurturing environment to all students, showing awareness of their needs as short-term study abroad pupils, taking part in supervision duties both on-site and off-site and acting appropriately on emerging needs.

**House parent:** To look after students in the boarding houses, ensuring that they keep the house rules including curfew and wake-up times, providing on-call supervision during the night.

**IT:** To assist with the onboarding of students and staff on the School's IT systems and to help troubleshoot issues, with the help of the School's IT Team.

**Other duties:** To undertake any other relevant duties pertaining to the summer school provision, as reasonably requested.

## WISHFORD EDUCATION

Wishford Education is a leading provider of independent education in the UK. Our group includes independent prep and senior schools, nurseries and day and residential camps. Varied in character but united in ethos, our schools, nurseries and camps understand where the true value of an independent education lies, and provide high-quality learning, outstanding opportunities and a happy, caring environment in which children achieve amazing things.

Founded in 2011, the group currently comprises ten independent schools in Wiltshire, Gloucestershire, Berkshire, Buckinghamshire, Oxfordshire and Kent as well as two thriving day nurseries in Wiltshire, an international summer school and an activity camps business.

The group is growing and we expect a number of additional schools and nurseries to join us in the near future.

For more information on the Wishford Education group, please visit: [www.wishford.co.uk](http://www.wishford.co.uk)

## PERSON SPECIFICATION

Qualifications:

*Essential:*

- 18+ years

*Desirable:*

- Undergraduate degree or in undergraduate education
- Basic safeguarding qualification
- First Aid training

Experience:

*Essential:*

- Experience leading sports, games or creative activities

*Desirable:*

- Experience working with children
- Experience working in a summer school setting
- Experience providing pastoral care

Skills:

- Fluent English language skills (native or CEFR C2)
- Effective communication
- Team working
- Flexibility
- Sense of humour
- Advanced IT skills (for IT specialism only)
- Advanced photography skills (for social media specialism only)

Personality:

- Honesty
- Care and empathy
- Student-centredness
- Positivity and proactivity
- Drive to go above and beyond