

# Docklands Idiomas

C / Agudells 51-53

Barcelona, 08032 Spain.

Telephone/WhatsApp : +34 631 07 21 63

Telephone / Fax: 93 429 8436

## EMPLOYMENT AGREEMENT

This employment agreement is entered into this 23rd day of January, 2026, by and between **Docklands Idioma**, a Language School in Barcelona, Spain, and ....., on the terms and conditions set forth below. **This contract offer shall be null and void if this original is not signed by Teacher and returned within Four (4) working days.**

**Docklands Idioma**, desires to employ the Teacher as a Language Teacher for the 2026-2027 school years, and in so doing, **Docklands Idioma**, recognizes and affirms the consideration of the mutual agreement of both parties and the employment relationship, the parties agree as follows.

### 1. Employment

**Docklands Idioma** hereby employs the Teacher and the Teacher hereby accepts and agrees to such employment, subject to the general supervision and pursuant to the orders, advice and direction of **Docklands Idioma**'s Director and management committee. The Teacher shall provide instruction to **Docklands Idioma**'s students on the Language of study assigned by The Director, perform other duties as indicated below, and perform such other duties as are customarily performed by one holding the Teacher's position in same or similar schools.



Teacher's Name & signature

Mr. Gary Keery (DoS)



*Gary Keery*  
23/01/26

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## 2. Responsibilities and Duties

- Administer tests, analyse the data, place the student in proper program
- Notify parents of results and placement and make sure they have access to all information
- Collaborate with mainstream teacher about lesson plans, cultural sensitivity, and diverse resources
- Assist in creating classroom assessments or make necessary modifications
- Create meaningful lessons that will benefit the Student's individual needs
- Analyse data to see if student needs to be moved to different tier or taken out of the ESL program
- Help to create a whole school atmosphere where diverse cultures are welcomed and explored to enhance the learning of all students
- Improve reading, writing, and speaking skills of students of diverse backgrounds in English; students should learn English grammar, pronunciation, and conversational skills

## 3. Term/Hours of Employment

3.1 The term of this Agreement shall be for the period of one (1) Year (and extendable), commencing on ....., unless this Agreement terminated earlier pursuant to Section 10 of this Agreement.

3.2 Working hours shall be 5 hours daily and five days weekly.



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## 4. Compensation/Payroll

4.1 Net salary for this employment period will be €3,500/each month (net). The monthly payments (salary) must be paid on the 1<sup>st</sup> of every month. If the 1<sup>st</sup> day falls on a weekend, the Teacher will be paid on the Friday. However, the payment for the last month, plus the annual bonus and security deposit refund will be made on the teacher's last work day.

4.2 Over time (€50 per hour) Overtime can include: Class Preparation, Making Teaching Material, Translating, Meetings, open house, Entertaining students, Camping, and any other action or participation in or outside school.

4.3 Feeding allowance of €500/Monthly.



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## **5. Benefit Program**

5.1 In addition to the compensation the Teacher receives pursuant to Section 5 of this Agreement, the Teacher is eligible for participation in the benefit programs established by **Docklands Idioma** upon fulfillment of the eligibility requirements for each program.

5.2 Additional Benefits Provided to Teacher:

*a. Sick Leave*

*Teacher may receive up to 5 (five) days of paid sick leave during the school year, to be used for self and immediate family only. Should additional one-year contracts be offered in ensuing years, unused sick leave may be allowed to accumulate to ten (10) days.*

*b. Personal and Professional Leave*

*One personal day may be taken by full-time teachers with advance coordination and approval by the Director. Two professional days may be taken as approved by the Director to attend a conference or visit another school for professional growth and development. Personal days may accumulate up to a maximum of three days.*

*c. Vacation Days*

*Teacher will receive all standard school holidays including Christmas and Spring Vacation. Teachers will avoid taking days off immediately before or after scheduled school vacation periods.*

*d. Other Benefits*

*Severance pay of €3,500 (a month salary) will be paid at the completion of each contract.*



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## **6. Free, Furnished Housing**

Housing is a rent-free, a private (not shared) accommodation in a house or an apartment building. The flat is Clean, Sunny, quiet, (basements, shared flats, dark, humid, dirty, or rat/ Mold infested places in noisy or dangerous areas are not acceptable accommodation). The rent-free apartment will be given to the teacher spotlessly clean, and must be returned to the school in the same shape when the teacher leaves the institute. The teacher will pay only a refundable security deposit of €800.

### 6.1 Furniture:

Curtains, bed, bedding, sheets, desk, closet, table, dining set, TV, washing machine, clothes rack, pots, pans, dishes, cutlery, phone, fridge, stove, fan, AC, and a working heating system. The furniture provided is clean and nice, and must be returned to the school in the same condition on the last day of this contract. Maintenance of, and Repairs to the apartment and appliances and the heating system, as well as replacement of worn out furniture are the responsibility of the school.

\*Utilities are to be paid by the teacher on monthly basis.

## **7. Medical Insurance**

From Teacher's first workday the teacher and his/her family (if accompany by his/her family) will be covered for his/her dental and medical insurance. The 100% insurance premium is to be paid by the school.



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## **8. Airfare & Visa**

On the day of the teacher arrival in Spain, The Teacher will be (reimbursed) with a paid two-way ticket (Round trip) and all traveling expenses.

8.1 Non EU Teacher will be provided with Visa/Work Permit assistance (while the visa cost/fees is the sole responsibility of the teacher)

## **9. Duties of the Teacher**

9.1 Teacher acknowledges and agrees to remain fully committed to the pursuit of a lifestyle, on and off the job, consistent with the mission and vision of the School.

9.2 The Teacher will strive at all times to understand, appreciate, love, and serve the students entrusted to him/her for instruction, and will to the best of the Teacher's ability provide for their fullest intellectual, physical and emotional development.

9.3 The Teacher will maintain a classroom atmosphere that is conducive to learning. This includes maintaining a professional appearance.

9.4 Teacher will cooperate to the fullest extent with his/her fellow workers and School administration. The teacher will consciously promote unity and harmony among the staff and faculty of School.



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## 10. Termination

10.1 A teacher new to School will be given a paid orientation period of up to Fourteen (14) teaching days in which to demonstrate his/her teaching ability to the satisfaction of the Director. If any areas need improvement, such will be communicated to the teacher in a timely fashion so that an effort may be made to correct the deficiency before the expiration of the Fourteen (14) days.

10.2 The Teacher may terminate his/her employment under this Agreement at any time by giving at least Ten (10) working days prior written notice to the Director or Management unless a different termination date is mutually agreed upon in writing.

10.3 Notwithstanding anything else in this agreement, the Management and/or Director may immediately terminate the Teacher's employment, for cause, under this agreement without prior notice if at any time the Teacher engages in any misconduct deemed by the Management and/or Director, in their sole discretion, to be detrimental to the reputation, operations, or activities of the School. The term "cause" shall mean, but is not limited to, any of the following as determined by the Management or Director:

- a. *Teacher is unwilling or unable to perform his/her duties (except as provided by applicable laws and regulations related to disabilities or medical leave);*
- b. *Teacher commits any act of fraud or dishonesty;*
- c. *Teacher engages in any criminal conduct;*
- d. *Teacher engages in any form of gross misconduct or sexual misconduct.*
- e. *Teacher engages in any conduct deemed by the Management, in its sole discretion, to be detrimental to its ministry, reputation, operations, or activities;*
- f. *Teacher breaches any of the covenants set forth in this Agreement; and*
- g. *The Teacher commits any act or engages in any conduct deemed to constitute cause for termination under the law.*



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10.4 Upon termination of employment, the Teacher's right to all further compensation under this Agreement shall cease, except that the Teacher will be entitled to receive his/her salary computed on a pro rata basis for the period ending on the last day of employment. Any benefits end on the last day of employment unless otherwise required by the law.

10.5 In the event of termination of the Teacher's employment (whether by the Teacher or Docklands Idioma) or at the end of the Agreement term, the Teacher must return all property owned by Docklands Idioma, but not limited to, documents, records, lesson plans, and computer data relating to the Teacher's duties under this Agreement. Teacher is entitled to copies of documents, lesson plans, and computer data related to his/her duties at Docklands Idioma.



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## 11. Waiver of Breach

Docklands Idioma's waiver of a breach of any provision of this Agreement by the Teacher shall not operate or be construed as a waiver of any subsequent breach by the Teacher. No waiver shall be valid unless in writing and signed by the Management or Director.

## 12. Governing Law/Venue

This Agreement shall be governed and construed in accordance with the Spanish Law and the venue shall be in Barcelona, Spain.

## 13. Employment Policies

The Teacher acknowledges and agrees that Docklands Idioma employment policies (including, but not limited to, any employment manuals) and procedures shall not in any way modify or supersede the terms of this Agreement. The Teacher agrees that

Docklands Idioma may modify or revoke such policies at any time with prior notice to the Teacher.

## 14. Deductions from Final Paycheck

If the Teacher owes any amounts to Docklands Idioma at the earlier of the termination of the Agreement or the termination of the Teacher's employment, the Teacher hereby expressly authorizes Docklands Idioma to deduct from the Teacher's final pay checks any amounts owed to **Docklands Idioma** by the Teacher.



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## 15. Complete Agreement

This Agreement constitutes the full and complete Agreement of both parties regarding the employment relationship between them, and supersedes all prior understandings and Agreements. Including, but not limited to, any and all prior employment Agreements, and all prior, current or future employment policies or handbooks. The Agreement and the employment relationship created herein can only be changed by an Agreement in writing signed by both parties against whom enforcement of any waiver, change, modification or discharge is sought.

## 16. Acknowledgment

The Teacher acknowledges that the Teacher has read, understands, and will abide by the terms and conditions of this Agreement. The Teacher understands that this Agreement represents the total Agreement between both parties.



*Gary Keery*  
23/01/26

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