



Downe House



CANDIDATE INFORMATION PACK

HISTORY AND POLITICS TEACHER  
(FULL OR PART TIME)



## Message from the Headmistress

Thank you for the interest you have shown in joining Downe House. I hope this information pack provides a clear overview of the position and of what it is like to work at our School. If you have any queries, please do get in touch - we are always happy to help. I would also recommend visiting our website, where you will find a wealth of information about us.

Downe House is a very special place, where we work together with a shared purpose: to support our pupils in reaching their full potential. There is a strong sense of community here, and every member of staff, whatever their role, plays an important part in our success.

We seek to recruit the very best staff at Downe House, and I could not be more proud of our dedicated team. Our expectations are high, but in return we offer a supportive and friendly working environment, generous benefits, extensive CPD opportunities, and the chance to make a real difference.

I hope you will feel encouraged to apply, and we look forward to hearing from you.

With all good wishes

EMMA MCKENDRICK

# About Downe House

Downe House is a leading UK independent day and boarding school for girls aged 11 – 18. Downe has long enjoyed a reputation for delivering a world-class education, focused on outstanding academic and extracurricular provision, and pastoral excellence.

Downe House was founded in 1907 by Olive Willis, who held a strong belief that a school should meet the needs of young women by prizing the individual and creating a strong community. With over 550 pupils, today's Downe House lives out the message that "each individual matters", alongside its Christian foundation and core values of kindness and respect for others. A Downe education sets out to inspire our pupils to succeed – and to prepare them to become inspiring role models as citizens of a global community.

Our immersive education gives girls both the freedom and support to develop their talents and interests. Inspirational teaching, enriching co-curricular opportunities and personalised curricula bring out the best in each girl, with holistic pastoral support. The lifelong friendships formed here create an unrivalled network of talented alumnae helping each other succeed beyond Downe House.

The School has an established reputation for academic excellence as well as outstanding pastoral care. We offer a flexible approach to suit the individual needs of our families, and girls have the choice of joining us as full boarders, flexi boarders or day pupils. Many of the girls are boarders, and they live in one of the ten on-site boarding houses. The emphasis is very much on creating a 'home from home' environment, and each house is staffed by a committed and caring team – some of whom are residential. Our ethos is to put families at the heart of our education, from creating the right balance between family time, to working in partnership with parents to ensure every girl gets the most out of school life.

Our international focus reflects our commitment and ambition to share our education management expertise on a global scale and to provide opportunities for staff and young people all over the world. Academic staff have the opportunity to participate in a global teacher exchange programme with our partner school in Australia. Selected pupils can also participate in our Global Schools Exchange or Global Internships programmes. We are committed to creating a diverse and global community within our founding School in Berkshire, alongside our international Schools in Oman and the Kingdom of Saudi Arabia.



# Working for us

Downe House employs over 450 staff across a wide range of roles, including teachers, administrators, accountants, technicians, school nurses, housekeepers, matrons, and chefs.

Working here means joining a welcoming, ambitious, and forward-thinking community where every member of staff is valued for the part they play in shaping the lives of our pupils.

As a leading UK independent school with a proud heritage and a modern outlook, we strive to create an environment where students and staff alike can thrive.

Colleagues describe Downe House as a place of genuine collaboration, where professional expertise is respected, and development is encouraged at every stage of your career.

Staff benefit from exceptional facilities, a beautiful campus, and strong investment in wellbeing and training. Whether your role is in teaching, pastoral care, administration, or support services, you will be supported by a highly professional team and offered many opportunities to get involved in all aspects of school life.

Our culture is shaped by kindness, inclusivity, and a shared belief in the value of holistic education.



At Downe House, you will make a meaningful difference each day, enjoy a vibrant workplace, and contribute to an institution that strives for excellence while remaining grounded in community. We welcome talented, caring, and enthusiastic individuals who want to grow with us and help our pupils flourish.

## Inspiring people



# The position

## JOB PURPOSE AND OVERVIEW

The successful candidate will contribute to the teaching of History across the school and Politics in the Sixth Form, delivering engaging and high-quality lessons that inspire students.

They will support the planning of Politics and Citizenship as part of the Key Stage 3 World Ready Programme, ensuring that content is relevant, coherent and aligned with wider curricular goals.

In addition, they will contribute to the development of stimulating, creative and well-resourced schemes of work that promote intellectual curiosity and academic rigour, tailored to the needs and abilities of the girls.

The role will also involve contributing to the coordination of extra-curricular opportunities, including organising educational visits and securing external speakers to enrich students' learning experiences.

*Applicants must specify their preference for full time or part time hours.*

## DEPARTMENT OVERVIEW

Our History and Politics Department encourages girls to challenge, evaluate and share their ideas as our exciting and diverse curriculum inspires a fascination with the past and how it shapes our world today. Overall, our courses provide pupils with a thorough understanding of the political, economic, social, religious and cultural issues of the past through studying contemporary perspectives and historical debate.

The department is well resourced with dedicated classrooms and study areas.

Our Murray Centre Library provides students with access to an extensive range of resources to use for their studies.

At GCSE History, pupils follow the Edexcel IGCSE Specification (Russia 1905-1924, Weimar and Nazi Germany, The Cold War, and the Middle East). At A level we deliver the Edexcel course with a distinctly Modern focus (Communist Russia and China, British Protest and Reform, c.1780-1928, and US Civil Rights NEA)

Politics is an extremely popular subject at A Level. We currently teach Edexcel A Level Politics with the US option, and offer a range of trips, from visits to Parliament to the POLecon conference.

We offer extensive course-related activities such as visits to Parliament, attending conferences, and visits from outside speakers, as well as trips to First World War battlefields for Year 9, and Krakow and Auschwitz at GCSE.

A large number of our pupils go on to study either History or Politics/International Relations at university in order to pursue a wide range of careers in Finance, Law, the Arts and Teaching.



## KEY RESPONSIBILITIES

- Deliver engaging, high-quality teaching in History and Politics, fostering enthusiasm for the subject and enabling all students to flourish academically and intellectually.
- Engage in departmental meetings, INSET, and wider school initiatives, supporting the promotion of History and Politics within the school community and, where appropriate, participating in cross-curricular activities.
- Play an active role in the development and implementation of departmental policies and practices, including schemes of work, teaching resources, and pedagogical approaches.
- Monitor and track student progress and skill development, using data to inform teaching and intervening as needed to support all learners in reaching their potential.
- Design and deliver effective assessment, helping students to develop strong examination skills and to perform confidently in internal and external assessments, including scholarship and admissions tests where appropriate.
- Make effective use of baseline and attainment data to inform planning and support improved student outcomes.
- Stay informed about developments within History and Politics, contributing ideas to ensure the curriculum remains relevant, challenging, and enriching.
- Work collaboratively with colleagues, including Learning Support and Academic Enrichment, to ensure an inclusive and ambitious curriculum that meets the needs of all students.
- Contribute to a range of extra-curricular and super-curricular activities, including trips, talks, and extension opportunities, to enrich students' experience and stretch the most able.
- Work collaboratively with departmental colleagues to maintain high standards of teaching and learning.
- Support the alignment of academic and pastoral aspects of school life, contributing to the wider wellbeing and development of students.
- Build positive relationships with students, parents, and colleagues, representing the school positively within and beyond the classroom.
- Promote interest in History and Politics through teaching, enrichment activities, and outreach.
- Provide guidance to students on subject choices and support those considering further study in History, Politics, or related disciplines, including preparation for competitive university applications.
- Engage in ongoing professional development, contributing to a reflective and collaborative departmental culture.
- Contribute to the wider life of the school, including participation in events, trips, and other activities as required.



# Person specification

- Be a good honours graduate and hold a teaching qualification.
- Possess the ability to plan and deliver high-quality, engaging lessons across the full ability range and across all Key Stages.
- Experience of differentiation to meet diverse learning needs, including SEND and EAL students.
- Proven track record of raising attainment and progress.
- Possess excellent subject knowledge and be up-to-date with current thinking and practices within teaching in the subject area.
- Significant experience of teaching History and/or Politics at GCSE and A level.
- Strong classroom management and presence.
- Be competent in the use of ICT and able to promote the effective use of technology.
- Commitment to safeguarding and promoting the welfare of students and staff, and adhering to the School's Child Protection Policy statement at all times.
- Willingness to contribute to the wider life of the school, both as a tutor and through participation in extra-curricular activities and educational visits.



Downe House is committed to safeguarding and promoting the welfare of students and expects all staff to share this commitment and adhere to, and comply with, the School's Safeguarding and Child Protection Policy and procedures at all times. Appointed candidates will be subject to an enhanced DBS check and an online social media check.

**We promote equality of opportunity and support an environment that values and promotes diversity and inclusion.**

# Employee Benefits



**BEREAVEMENT SUPPORT**  
practical, probate & emotional support



**COMMUNITY & SOCIAL**  
regular social events for staff & family



**CPD**  
weekly opportunities for learning & development



**CYCLE TO WORK SCHEME**  
savings on bicycle purchases via salary sacrifice



**EMPLOYEE ASSISTANCE**  
confidential advice & counselling service



**EYE TEST**  
free eye test & contribution towards glasses for regular VDU users



**FLU VACCINATIONS**  
annual on-site free vaccinations



**FREE MEALS**  
daily nutritious & delicious meals



**FEE REMISSION**  
generous discounted fees



**GROUP INCOME PROTECTION**  
75% salary



**GYM**  
free access to on-site gym & discounts at local gyms



**HEALTH & WELLBEING**  
a range of health benefits i.e. Virtual GP & Online Physiotherapy



**LIFE INSURANCE**  
3 x salary



**LINE MANAGER SUPPORT**  
in house workshops & Aspiring Middle Leaders programme



**LOCATION**  
well connected, within easy reach of A34 & M4



**PARKING**  
plenty of onsite parking



**PENSION**  
generous employer contributory schemes (eligibility criteria apply)




**SWIMMING POOL**  
access to heated on-site swimming pool



**TECH**  
Microsoft showcase school using leading technologies



**WORKING ENVIRONMENT**  
beautiful semi-rural campus on 104 acre estate



“I benefitted hugely from the coaching and mentoring that was available to me. Whilst Downe prides itself on seeking the best possible route for each student, this is true of their approach to their staff as well.”

“Downe House is a very busy, vibrant and exciting place to be a part of. The expectations within my role are high, but I have felt very supported since I started, and there is a tangible culture of collaboration and kindness at the school.”

“I’m enjoying being part of such a supportive team and a community that empowers young women to succeed. Downe House’s reputation and beautiful setting make it a truly inspiring place to work.”



# Inspiring girls

Downe House  
Cold Ash, Thatcham  
Berkshire, RG18 9JJ

[www.downehouse.net](http://www.downehouse.net)



Downe  
House

