

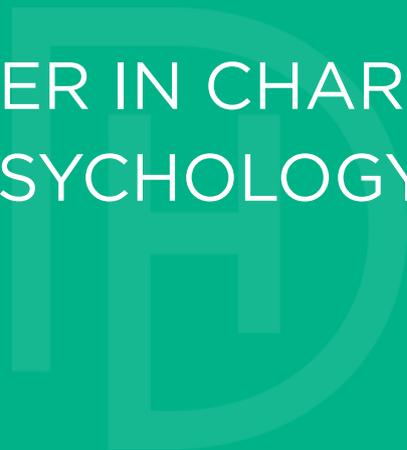


Downe House



CANDIDATE INFORMATION PACK

TEACHER IN CHARGE OF
PSYCHOLOGY





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 boarding and day 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

Teacher in Charge of Psychology

START DATE: September 2026

CONTRACT TYPE: Permanent - Full Time or Part Time

REPORTING TO: Head of Psychology, Philosophy & RS

JOB PURPOSE AND OVERVIEW

- As the Teacher in Charge of Psychology, to develop stimulating schemes of work aligned with the needs of pupils which promote intellectual curiosity and develop academic rigour.
- Teach the Psychology curriculum at A Level with professional expertise, creativity and enthusiasm, to ensure that pupils receive an excellent educational experience.
- Promote high standards of pupil interest and achievement in Psychology, ensuring that the needs of each pupil are met.
- Assess and track student progress, intervening where necessary to ensure that students reach their full potential.
- Raise the profile of Psychology across the school, to encourage uptake of the subject at A Level.
- Act as an Academic Tutor for a small group of pupils, to support pastoral care and academic progress.

Applicants must specify in their application whether they are seeking full time or part time hours.

DEPARTMENT OVERVIEW

A-Level Psychology was introduced in September 2022 and has become a successful and established subject within the School. Psychology sits within the Faculty of Psychology, Philosophy and Religious Studies. You will be joining a dynamic, vibrant, and welcoming department that is held in high regard by students and parents alike.

The Faculty has 7 members of staff in total, 2 of these being dedicated Psychology teachers (including the current postholder). There are currently have around 25 students studying Psychology at A-Level following the AQA curriculum - 2 Lower Sixth and 2 Upper Sixth classes. Our team prides itself on the attention and support we give to each student through their educational journey, whether this is in the classroom or in 1-1 tutorials.

As well as Psychology A Level, teachers also deliver 'Lyceum Learning' for 1 period a week for each year group from Remove (Year 7) to Upper Fifth. This is an exciting programme of study drawing on philosophical arguments and themes, psychology and anthropology. The programme's aim is to challenge how students look at the world and analyse it, promoting independent learning and thinking. Some current themes include: The Self and the Other, Free Will and Determinism, Social Influence and Moral Philosophy.

In addition, we offer a range of enrichment activities to increase pupils engagement with the subject: 'PsychCentral', a student run activity where they meet on a regular basis to discuss wider reading from journals and create presentations, class trips such as visiting the Bethlam Hospital Museum, attending Tutor2U conferences and engaging with online talks via the BPS and other organisations.

The position

MAIN RESPONSIBILITIES

- To be responsible for the management and leadership of the teaching of Psychology throughout the school.
- Develop stimulating, creative and well-resourced schemes of work aligned with the needs and abilities of pupils, which promote intellectual curiosity and develop academic rigour.
- Share in the teaching of the Psychology curriculum at A Level, and of the Lyceum Learning curriculum from Remove to Upper Fifth.
- Ensure that students' work, performance and records of assessments are produced and kept in line with School policy.
- Manage the development and direction of the Psychology curriculum with the Head of Faculty, ensuring it is evaluated annually or more frequently if required and that any action points are followed through.
- Work collaboratively with a team of high-performing teachers and create a culture that encourages ideas and contributions from others.
- Promote high standards of pupil interest and achievement in Psychology, ensuring that the needs of each pupil are met.
- With the Head of Faculty, assess the work of the Psychology department on a regular basis and carry out observation of lessons and the monitoring of marking and assessment.
- Act as an Academic Tutor providing support to a small group of students.
- Assist with the departmental contribution to the Strategic Development Plan and to evaluate it annually.
- Work with the Learning Skills Department, Housemistresses and Tutors as required to ensure that the needs of each pupil are being met.
- Contribute to arranging the programme of extra-curricular and enrichment activities e.g. PsychCentral, trips, Founder's Day, other relevant subject activities.
- As required, to provide an analysis and annual report on Public Examination results and internal examinations.
- Attend regular Department meetings and INSETs and promote the subject within the wider school community, engaging in cross curricular activities.



Person specification

ESSENTIAL

- A good honours graduate in Psychology or another relevant subject.
- Previous experience of teaching Psychology at A Level.
- Passion and enthusiasm for teaching Psychology.
- Strong classroom management skills and presence.
- Prepared to teach the 'Lyceum Learning' curriculum (see department overview).
- Ability to create a stimulating learning environment and facilitate enthusiasm for learning.
- Use of innovative teaching methods including competent use of ICT.
- Be up-to-date with current academic thinking and approaches.
- The ability to use a range of teaching methods and differentiation in teaching.
- Excellent interpersonal skills, able to develop appropriate working relationships with pupils, parents and colleagues.
- Efficiency, with good organisational, time management, IT and administrative skills.
- Enthusiasm to collaborate with colleagues and participate in the life of the School and the extra-curricular programmes.
- A commitment to safeguarding and promoting the welfare of children and young people, and adhere to the School's Child Protection Policy at all times.

DESIRABLE

- Previous experience of leading a Psychology department.
- Hold a teaching qualification.
- Previous experience of being an academic tutor.
- A flexible approach to working hours.



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



Downe
House

