

A photograph of three young men in school uniforms sitting on a bench in front of a large, ornate wooden door. The student on the left has dark, curly hair and is wearing a blue tie. The student in the middle has light brown hair and is wearing a blue and white striped tie. The student on the right has dark hair and is wearing a red, yellow, and black striped tie. They are all smiling and looking towards each other. The background is a large, dark wooden door with a brass handle.

DULWICH COLLEGE
FOUNDED 1619

Acting Head of Psychology (Maternity Cover)

Information for Applicants

Welcome

Dear Potential Applicant

Thank you for applying to work at Dulwich College. I hope that you will find the prospectuses and web pages useful and feel that they provide a better understanding of our aims, values and ethos. I also hope this booklet makes you feel you might thrive here, would like to join us and make a great professional contribution.

At heart, the College's focus ensures the wellbeing, experience and achievements of our pupils. We want them to be happy, to flourish and to get the very best from their time here. These aims also allow us to have a positive relationship with our families, and uphold our reputation and strategic ambitions.

We have a large, diverse, dedicated and talented team of colleagues. It is a huge collective effort to achieve our annual and long-term goals, and we could not do this without everyone working together in a diligent and good humoured manner.

As well as rewarding and fun, being part of the College is demanding at times and we have high expectations of all our colleagues. There are, however, many advantages and opportunities, which are better explained in this booklet. Put simply, we wish to get the best from everyone and we will seek to invest in you and develop you during your time with us.

We recognise that many of our colleagues are professionally ambitious. We will certainly help you in your aims, through mentoring, professional development courses and career opportunities.

We are fortunate to have a large College community, with several career pathways and experiences available. We hope that you will enjoy working here, really understand the value and the commitment shown by everyone and wish to play your part in the exciting life of Dulwich.

Mr Robert Milne
Master





The College

Dulwich College is an academically selective independent school for boys in south east London, known for its inspired teaching, genuine scholarship and broad co-curricular life.

Our dedicated and increasingly diverse staff of approximately 250 teachers and 350 operational colleagues, support a pupil body of approximately 1,850 across the Senior and Junior Schools and DUCKS, our co-educational nursery and infant school.

Set within 70 acres of beautiful grounds, yet only 12 minutes by train from central London, the College offers an exceptional working environment — spacious, well-resourced and rich in heritage. The campus blends iconic listed buildings with award-winning new architecture, creating a dynamic and inspiring setting that values curiosity, creativity and collaboration among both pupils and staff.

Vision Values & EDI

Our Vision

to be an outstanding school that inspires every pupil to work, study and serve with purpose, developing the potential to make a positive difference in the world.

Our Values

purpose, kindness and joy – underpin a culture of curiosity, creativity, compassion and integrity. We promote collaboration, resilience and appreciation of the benefits of living and learning within a diverse, inclusive community.

Equity, Diversity and Inclusion

We celebrate the diversity of our pupils, staff, alumni and parents, recognising that varied backgrounds and experiences create a vibrant and forward-looking community. Dulwich College stands firmly against discrimination in all forms and is committed to advancing inclusion, social responsibility and the core British values of democracy, liberty, respect, tolerance and the rule of law.

Acting Head of Psychology (Part-time Maternity Cover)

We are seeking an experienced, well-qualified and enthusiastic Psychology teacher for a one-year, fixed-term maternity cover. The successful candidate will be able to teach Psychology confidently at A level and contribute to the leadership and continued development of a small, dynamic department. The ability to teach Biology or another science would be an advantage, as would a willingness to support the wider Psychology enrichment programme.

For an exceptional candidate, there may be an opportunity to continue in a teaching role beyond the initial fixed-term appointment.

Job title

Acting Head of Psychology (Maternity Cover)

Reporting to

Deputy Master Academic

Period of employment

Fixed term until December 2027

Hours of work

Part-time (to be discussed at interview)

Salary

The College has its own teacher salary scales, which are above those of the maintained sector and compare favourably with those at other independent schools of similar standing

Key Dates

Applications close on **Monday 28 September at 9.00am**

- First interviews will be held via Zoom on Thursday 1 October
- Second interviews will be held in-person on Monday 5 October





Role details

Role Overview

A well-qualified, experienced teacher is required to teach and lead our A level Psychology programme. The subject is offered to students in the Upper School and currently they follow the AQA A level specification. Psychology is a cohesive, dynamic and relatively small department having been formed in 2019. The subject has quickly become popular amongst students, with around 30 pupils currently studying the subject across two-year groups. All teachers of Psychology currently have commitments in other departments and the ability to offer another subject in addition to Psychology would be beneficial.

The department has an active Psychology Society and runs an extensive programme of talks on psychological themes delivered by the pupils themselves, members of the parent body and professionals working in psychological disciplines. The successful applicant would be expected to engage in and possibly expand this programme.

The successful candidate will have a demonstrable excellent knowledge of Psychology and experience of teaching the subject at A level. The College is committed to diversity and inclusion and all departments are expected to integrate these principles into their teaching.



Main duties and responsibilities

Leadership and Organisation

- To provide a stimulating learning environment that allows the department to feel engaged, supported and motivated and provide the forum for collaborative work
- To promote CPD/INSET opportunities to department members
- To promote the wider opportunities of co-curricular, academic and pastoral activities within the College
- To produce an annual Department Development Plan in collaboration with the department
- To monitor the teaching in the department; formally by participating in appraisal of colleagues and leading the academic section of the Annual Review process, including observing lessons, work scrutiny, reviewing pupil voice data and providing information to senior leaders; and informally by leading the department in a culture of openness, mutual observation and support, collaboration and professional dialogue
- To participate in the appointment of new teachers taking responsibility for the induction of ECTs and other newcomers to the department
- To liaise with the College Timetabler to determine the teaching timetable of the department and ensure an equitable division
- To liaise with department members on departmental policy, planning and organisation
- To ensure that schemes of work are fit for purpose, updating as and when necessary
- To ensure the subject is represented at College Open Days, parent or social events
- To support College processes for pupils making subject choices and university choices
- To produce annual reports on the analysis of GCSE and A level results and any other reports as required by the Master or College Leadership Team
- To lead on the implementation of any initiatives or projects as decided by senior leaders
- To ensure all ad-hoc administrative business of the department is carried out as and when required
- To manage the feedback and complaint procedure in conjunction with the Deputy Master Academic
- To comply with College policy seeking guidance as and when required
- Any other reasonable duties as required by the Deputy Master Academic



Teaching and Learning

- To take the lead in ensuring the highest standards of learning are achieved within the department
- To ensure there is a culture of academic aspiration, scholarship and academic endeavour within the department that allows all pupils to be challenged and fulfil their potential in the subject
- To ensure that the department remains up-to-date in their subject knowledge and best methods of teaching,
- To liaise with pastoral teams in cases where pupils require additional support and to ensure that assessments provide clear indicators of progress and interventions when required
- To ensure that appropriate work is set, marked with consistency and with feedback which aids learning, in line with the College and departmental marking policies

Relations with College management

- To work closely with the Deputy Master Academic and the Academic Team - the senior managers responsible for academic monitoring and for the work of Heads of Subject - and making them fully aware of departmental issues
- To support cross-curricular initiatives and resources (e.g. free learning, the libraries etc)
- To forward to the Deputy Master Academic records/minutes of departmental meetings
- To attend meetings of CAPCOM (Central Academic Policy Committee) or its sub-groups
- To work closely with the Admissions department in the setting, marking and administration of entrance papers when required
- To meet Governors and advise on the department and subject as appropriate
- To be a positive and supportive member of the middle management team in order to facilitate the delivery of the College strategic plan

Resources and Administration

- To oversee the maintenance of teaching and learning resources for both pupils and staff, including revision resources for all years (as appropriate) and sample examination papers for the website
- To submit annual budget requests to the Deputy Master Academic and keep annual departmental expenditure within approved limits
- To make proper arrangements for the maintenance of equipment (this includes the checking of returned textbooks)
- To liaise with librarians on the provision of resources in the libraries
- To liaise with IT teams concerning the provision of IT facilities appropriate to the department's teaching and administrative needs

Person Specification

Essential

- Degree(s) in relevant subject area
- A passion for the subject and its teaching
- Willingness and ability to engage with professional learning, keeping up to date with relevant subject content and pedagogy
- Ability to teach and enthuse pupils with a range of methods
- Experience of working with young people
- Strong instincts for the safeguarding of young pupils
- Ability and willingness to make a significant contribution both to subject-related activities and to the wider co-curricular life of the College
- Ability to communicate effectively, both verbally and in writing, with staff, pupils, and parents
- Ability to use relevant ICT effectively e.g. MS Office suite
- Strong work ethic and high levels of personal organisation and integrity
- Ability to work collaboratively with others

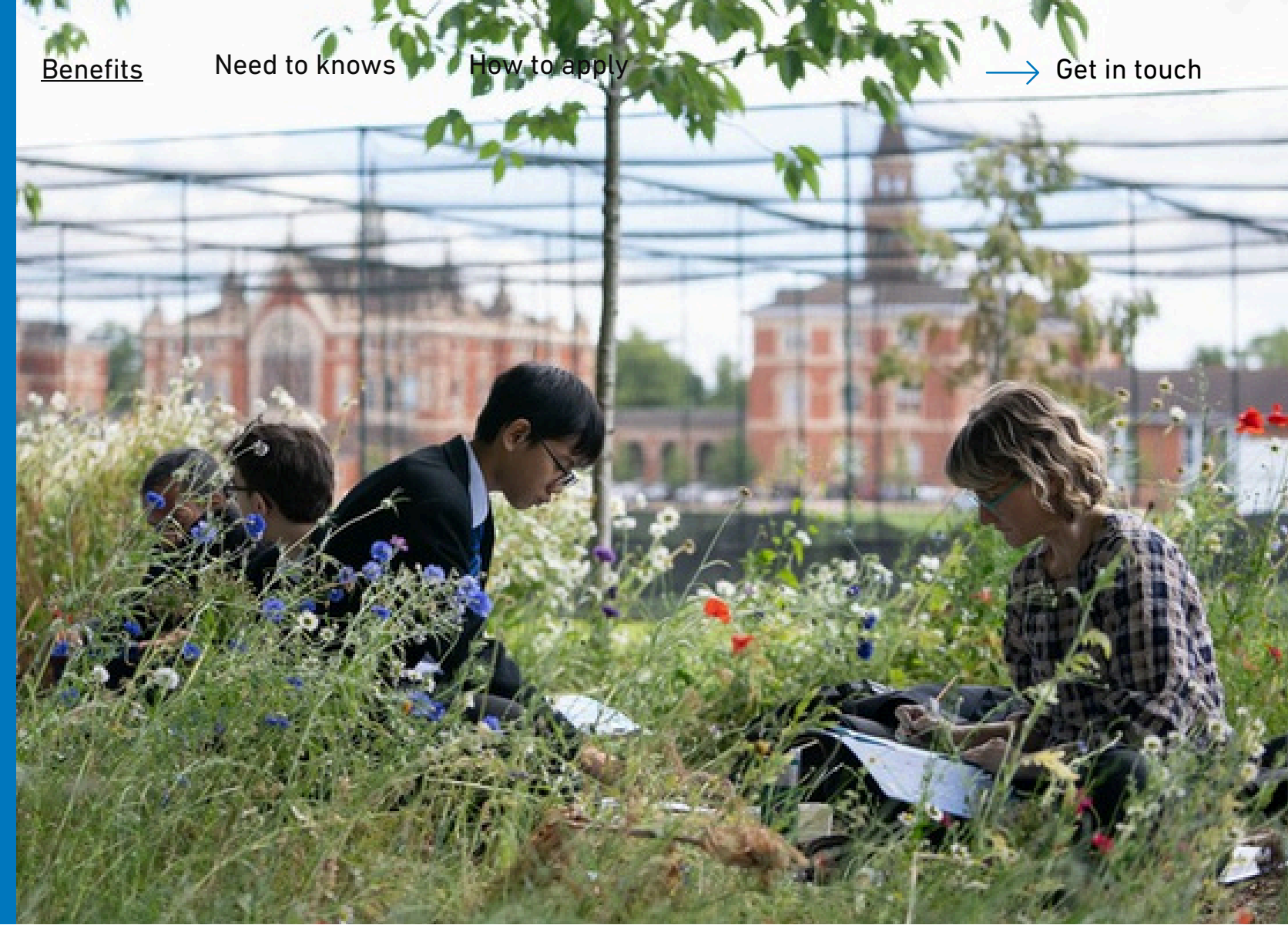
Desirable

- Teaching qualification
- Experience of teaching the subject in a school setting
- Experience of pastoral support in a school, for example as a form tutor or similar
- Prior training in safeguarding and supporting the wellbeing of young people
- The ability to teach Biology or another Science



Person specification

College Community and benefits



Make your money go further

- Flexible pension/pay – Join TPS or choose the Group Pension for 10% employer contributions and a higher take-home pay. (Same total package).
- Lunches – Free lunch in the dining hall or to take-away.
- High-street savings – Access to discounts on restaurants, food deliveries and shopping.

Help with your commute

- Bike to Work - Tax-efficient bike purchase.
- Onsite parking - Free parking on Campus, EV Parking

Support for your wellbeing

- SimplyHealth plan - Cash back on routine medical expenses
- 24/7 GP access – Online consultations, advice and referrals.
- EAP – 24/7 emotional, financial and relationship support.
- Sports club – Free family membership for you, your partner and children under 18 (terms and conditions apply).
- Eye tests & flu jabs – Free tests and seasonal vaccinations.

Protection when you need it

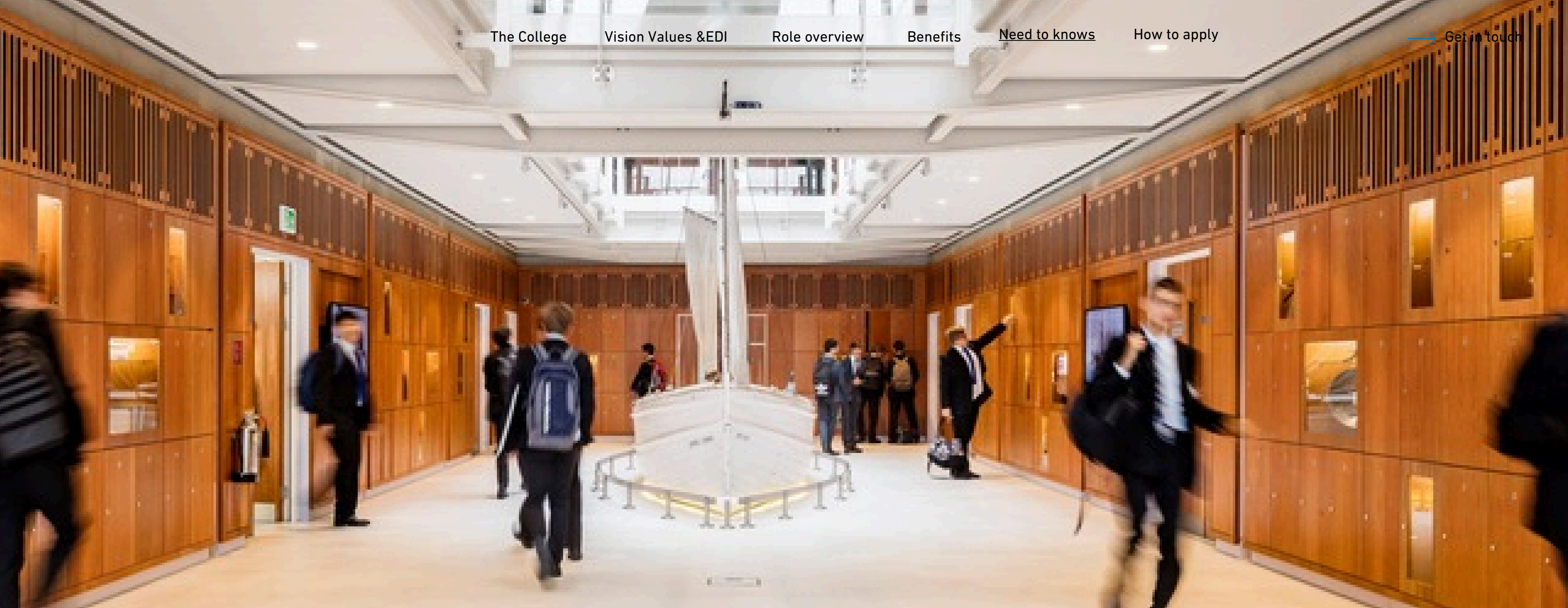
- Life insurance – Included with all pension schemes for permanent employees.
- Accident insurance – Cover for permanent disability or dental injury.

Support for life outside work

- Family leave – Enhanced leave for new arrivals
- New baby perk – Cash contribution from SimplyHealth.
- IVF leave – Up to 5 days for essential appointments.

Boost your social life

- Events & clubs – From Burns Night to book clubs and quizzes.
- Dulwich Picture Gallery – Free entry with staff pass.
- Dulwich Golf Club – Discounted 'Member's guest' rate.
- Private functions – Reduced rates for venue hire (subject to availability).



Important information

Safeguarding

All staff are responsible for safeguarding and promoting the welfare of children, completing the required training, and adhering to College safeguarding policies.

Health and Safety

Staff must also take reasonable care of their own health and safety and that of others, follow safety procedures, use equipment responsibly, and co-operate with managers on all health and safety matters.

Safer Recruitment

You will find our application form detailed — this ensures we meet the rigorous standards required when employing people to work with or around children and young people.

Vetting

All appointments are subject to pre-appointment vetting, as required by law, which will include satisfactory criminal record checks.

Get in touch

Queries should be sent to joinourteam@dulwich.org.uk



DULWICH COLLEGE
Dulwich Common London, SE21 7LD
Telephone: 020 8693 3601
Email: joinourteam@dulwich.org.uk
Website: www.dulwich.org.uk

