



THE ORATORY



**BRIEF FOR THE POST OF
HEAD OF GEOGRAPHY
JANUARY/APRIL 2026 START**

INDEPENDENT BOARDING AND DAY SCHOOL FOR GIRLS & BOYS AGED 11-18



CONTENTS

The School.....	01
The Role.....	04
The Person.....	09
How to Apply.....	11





THE SCHOOL

The Oratory is an HMC independent school for pupils aged 11 to 18, proving an all-round education of quality and purpose within a nurturing, joyful environment.

We offer small class sizes and outstanding facilities on a wonderful South Oxfordshire country estate and yet we are within easy travelling distance of London, major motorways, railways and airports.

The Oratory School has high academic standards; however, we believe that an education is about more than statistics. We have a clear vision to ensure that each pupil flourishes and fulfils their maximum potential both in and far beyond the classroom. To this end, a wide variety of co-curricular activities enrich the pupils' learning and all pupils get the opportunity to develop their specific talents to the full.

The Oratory is not a large school, and this enables each and every pupil to be known, valued and stretched as an individual within our nurturing community.

Founded in 1859 by Saint John Henry Newman - we are a Catholic school which welcomes pupils of all faiths or none. Visitors often comment on the inclusive community atmosphere of our school, which we believe nurtures confidence, self-expression and a desire to learn and grow.





THE ROLE

The Oratory invites applications for a passionate Head of Geography. The role is full-time from January 2026 or April 2026.

Teaching at The Oratory is an opportunity to inspire, challenge, and nurture young minds within a unique and vibrant educational setting. We expect our teachers to be passionate about their subject, dedicated to delivering high-quality lessons, and committed to the all-round development of our pupils. Our teachers play an active role in fostering the supportive family atmosphere that underpins our school, helping pupils grow into confident, self-expressive, and resilient individuals with a strong sense of purpose and joy in learning.

In return, we offer a rewarding and fulfilling environment where teachers are valued as part of our close-knit community. With small class sizes, exceptional pastoral care, and a focus on professional development, The Oratory provides the resources and encouragement to excel in your teaching career. Join us in our mission to prepare young people not just for exams, but for life - equipped with the knowledge, character, and confidence to thrive in an ever-changing world.

THE DEPARTMENT

The Geography Department at The Oratory currently has three members of staff and is one of the busiest departments in the school. Examination results are good and students have gone on to read Geography and other related subjects at Russell Group universities, including Cambridge, in recent years.

All pupils in Years 7 – 9 study Geography and they are taught in mixed ability groups for two periods per week. At GCSE, Geography is an optional subject and we follow the AQA GCSE specification. At present there are two groups in Year 10 and two groups in Year 11, which are taught for three periods per week. At A-level there are three groups across years 12 and 13 and each group is taught the AQA GCE specification for seven periods per week.

Fieldwork is an essential part of Geography at The Oratory, and fieldwork days now take place for the majority of year groups. There have been visits to Iceland undertaken by the department for GCSE age pupils, and Human and Physical focused visits to Studland Bay on the South Coast, and Portsmouth. The department's A Level fieldwork locations currently include study on the South Coast and in Henley-on-Thames, Gower, and South Wales.

In any school, and particularly in a boarding school, the emphasis is on total education and we provide a wealth of opportunities for our pupils. The school is therefore keen to appoint teachers who would wish to be involved in activities outside the classroom, provided that their teaching duties permit this.

Links Beyond the Department

- Liaising with the Head of Curriculum Support about the particular needs of pupils.
- Liaising with the Librarian about suitable material to be purchased for the library, and ways of encouraging use by pupils.
- Liaising with the Examinations Officer about pupil entries, including checking entries, providing grade predictions, and suggesting re-marks of units.
- Keeping informed of changes in syllabuses, teaching materials and methods, and other issues affecting the teaching of the subject, and bringing these to the attention of other colleagues as is appropriate.
- Contributing as necessary to the work of the Heads of Department committee, or other working groups which promote academic development within the school.

Administration

- Organizing the setting and marking of internal examinations, and entrance tests to the school as required, and the provision of results.
- Supervision of Endorsed Practical arrangements, ensuring that criteria are fulfilled and deadlines are met.
- Ensuring the integration of appropriate ICT within departmental schemes of work.
- Advising on the choice of books and teaching materials and examination syllabuses.





KEY TASKS & RESPONSIBILITIES

The duties of a classroom teacher at the Oratory School include the following:

1. Provide inspirational and excellent subject teaching.
2. Look after the happiness, well-being and safety of all pupils responding to any instances where support or intervention may be needed.
3. Have high expectations of pupils and the determination to help them reach their full potential.
4. Adopt high standards of conduct with both staff and pupil behaviour.
5. Communicate in a timely and effective manner with pupils, staff and parents.
6. Find opportunities for promoting pupils' independent learning, ICT skills and personal development.
7. Plan, set and assess homework and coursework in an organised and timely manner.
8. Have up-to-date knowledge of teaching, learning and behaviour management strategies.
9. Be prepared to engage with and support cross curricular activities, as well as any other departmental academic initiatives.
10. Be committed to further professional development.
11. Participate in Parents' Evenings and events which promote the department, such as the 6th Form Choices evening.
12. Complete reports and Quarterly Grade entries in a timely and professional manner.
13. Participate in department trips or enrichment activities, as required.
14. Work as an academic tutor for a year group, providing support for tutees and delivering PSHE programs and/or assistance with university applications, as required.





HEAD OF DEPARTMENT RESPONSIBILITIES

1. Participate in the appointment of new staff.
2. Support the induction of new members of the department – where relevant, overseeing the progress of ECTs or PGCE pupils within the department.
3. Take a leading role in the appraisal and monitoring of department members and help with their professional development.
4. Take responsibility for the management of the Geography curriculum – including the drafting of Department Handbooks and overall responsibility for department Schemes of Work and Department Development Plans.
5. Work to promote the department's subject to pupils, staff and parents, ensuring that they have a high level of confidence in the operation of the department.
6. Represent the department in Heads of Department meetings and feedback the matters discussed to department members.
7. Report to, and take direction from, the Deputy Head Academic, the Assistant Head Teaching and Learning, and the Headmaster in establishing a collaborative and positive rapport.
8. Schedule regular department meetings, for the discussion of academic policy and pupil progress.
9. Take overall responsibility for the arrangement of departmental trips, including the requisite paperwork and administration.
10. Manage the department budget effectively and stay within the required financial constraints.
11. Provide reports on exam results to the Deputy Head Academic and the Headmaster and offer pre and post-exam support for pupils as required.





PROFESSIONAL STANDARDS & DEVELOPMENT

1. To be a role-model to pupils through personal presentation and professional conduct.
2. To arrive in class before the start of the lesson, and to begin and end the lesson on time.
3. To cooperate with the employer on all matters concerning Health and Safety and specifically to take reasonable care of their own Health and Safety and that of any other person who may be affected by their acts or omissions at work.
4. To be familiar with the school and department handbooks and support all the school's policies.
5. To establish effective working relationships with professional colleagues and associate staff.
6. To strive for personal and professional development through active involvement in the school's induction programme, staff development, and performance management procedures.
7. To seek continually an improvement in professional practice, to include attendance at departmental meetings, and participating in appropriate INSET, whether organised in school or externally.
8. To liaise effectively with parents/guardians.
9. To undertake any reasonable task as directed by the Line Manager.
10. To train in basic first aid.
11. To consider the needs of all pupils within lessons (and to implement specialist advice) especially those who: Have SEN; are gifted and talented; are not yet fluent in English.
12. To uphold the ethos of the school, including its emphasis on pastoral care for individual pupils.





SALARY

Dependent on qualifications and experience. The school has its own attractive salary scale.

BENEFITS

- Sports Centre membership with free access to the gym; squash courts, lane swimming and golf course.
- A meal while on duty during term time.
- Contributory pension scheme.
- Free parking.

SAFEGUARDING

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The following duties will be deemed to be included in the duties which you may be required to perform:

- child protection, discipline, health and safety.
- promoting and safeguarding the welfare of children and young persons for whom you are responsible.





THE PERSON

Essential Characteristics:

- A strong academic background and a good honours degree in a related subject.
- The ability to teach Geography to GCSE and A Level.
- A passion for teaching Geography supported by the appropriate CPD, experience And up-to-date knowledge of subject developments for pupils aged 11-18.
- The ability to reflect on own teaching practice, adapting teaching strategies and techniques based on departmental/senior leadership team feedback.
- Well organised, able to approach work methodically, prioritise and meet deadlines.
- Effective communication skills. Good collaborative skills, able to quickly establish effective internal and external working relationships with key people across the school including colleagues, pupils and parents.
- Excellent organisational and time management skills; competency in the use of ICT for administration and teaching purposes.
- The ability to motivate pupils to achieve their best.
- An understanding of the expectations, ethos and aims of a full boarding school.
- An empathetic, enthusiastic and well-presented person, capable of inspiring confidence in pupils, parents and staff.
- Committed to the safeguarding and wellbeing of children and young people.
- Commitment to participation in the co-curricular programme of the school.
- Able to respond flexibly to the demands of working in a school environment.

Desirable Characteristics:

- Qualified teacher status.
- Head of an academic department with experience.
- Experience of undertaking Form Tutor role.





HOW TO APPLY

Applicants should complete the school's application form and send together with a covering letter in PDF format to recruitment@oratory.co.uk

The closing date for applications is **16 November 2025** with Interviews taking place soon thereafter. Early applications are encouraged.

The interview process will include:

- Interviews with the Head, Second Master and Assistant Head (Director of Studies)
- Lesson observation.
- Tour of the school.

We reserve the right to close this advertisement early if we receive a high volume of suitable applications or if we find a suitable candidate from early applications.

Please send postal applications together with a covering letter to:

Human Resources Department
The Oratory School
Woodcote
Reading RG8 0PJ

For any queries, please email recruitment@oratory.co.uk.

The Oratory Schools Association Registered Charity No. 309112 is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo checks with past employers and the Disclosure and Barring Service. This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exception Order 1975,2013,2020.





THE ORATORY

1859

Woodcote Nr Reading South Oxfordshire RG8 0PJ

+44 (0)1491 683500 • recruitment@oratory.co.uk • oratory.co.uk