



CUMNOR HOUSE
SUSSEX



HEAD OF ENGLISH (Full Time, Permanent) Required for September 2025

Cumnor House Sussex is one of the country's leading independent Prep, Pre-Prep and Nursery schools. We are a traditional yet forward-thinking family school, with an ethos built on Christian values, creating a safe and nurturing environment where active and ambitious children thrive. The school provides an exceptional all-round education within beautiful countryside surroundings.

We are seeking an inspirational and highly motivated Head of English to lead our dedicated English department from September 2025 on a full-time, permanent basis. Cumnor House Sussex has a long-standing reputation for academic excellence, securing places for our pupils at top Senior Schools across the South East and the country, alongside numerous academic and co-curricular scholarships. Our school is renowned for its warm, supportive community, broad and enriching educational provision, and positive, forward-thinking culture – all encapsulated in our motto: 'Aim High, Be Kind, Dare to be Different'.

We are looking for an experienced and dynamic leader who will bring expertise, enthusiasm, and dedication to our English department, contributing to the subject's continued success both in and beyond the classroom. The successful candidate will inspire and challenge pupils, deliver high-quality lessons that foster a love of literature, language, and learning, and provide strategic leadership to ensure the ongoing development of the department.

Key Responsibilities:

- Lead and manage the English department, setting the vision and strategic direction
- Deliver engaging, high-quality English lessons to Key Stage 2 and 3 pupils
- Develop and implement schemes of work that promote progression and creativity
- Oversee the preparation of pupils for Common Entrance and Senior School Scholarship exams
- Monitor and evaluate the quality of teaching and learning within the department
- Support and mentor colleagues, fostering a culture of continuous improvement
- Contribute to the wider life of the school, including co-curricular activities and school events
- Provide social, emotional, and academic support to pupils, promoting their wellbeing and development
- Communicate regularly and effectively with parents on their child's progress
- Uphold and embody the school's values of excellence, kindness, innovation, courage, and creativity

Desirable Personal Qualities and Experience:

- Qualified Teacher Status with evidence of leadership experience and ongoing professional development
- Proven track record of successful English teaching at KS2 and KS3
- Experience preparing pupils for Common Entrance and Senior School Scholarship exams
- Demonstrable experience in leading and managing a department
- Strong leadership and organisational skills, with the ability to inspire and motivate colleagues
- Passion for innovative and engaging teaching methods
- Confidence in using educational IT resources to enhance learning
- Excellent planning, evaluation, and assessment skills, with a commitment to using data to inform practice
- Positive, collaborative, and supportive approach with pupils, parents, and colleagues
- Commitment to the ethos of Cumnor House Sussex and the breadth of education offered in a Prep School environment

This is an exciting opportunity to join a vibrant, forward-looking school community and make a significant contribution to the educational journey of our pupils.

To apply, please visit our website or contact the HR department for further information.

Application Process and Safeguarding

To apply, please complete an application form (which can be found on our website) and submit it with covering letter by 12pm on 20th March 2025 to hr@cumnor.co.uk

Interviews of selected applicants will be held the following week, and will involve a visit to the School. We reserve the right to make an appointment at any time prior to the closing date.

Cumnor House Sussex is committed to safeguarding and promoting the welfare of children. An offer of employment will be subject to an enhanced DBS disclosure, satisfactory safeguarding interview and pre-employment references, verification of ID, medical fitness and relevant qualifications, and other security checks including Overseas and Teachers Barred lists.