WCCS

Westminster Cathedral Choir School

Head of English / Teacher of English

For January 2027

Information for applicants

Westminster Cathedral Choir School (WCCS)

Westminster Cathedral Choir School (WCCS) is an academically-selective, Catholic prep school for about 250 boys age 4 – 13, and a choir school for the boarding choristers of Westminster Cathedral. It is one of London's most successful independent prep schools.

WCCS was founded in 1901 to provide boarding choristers to sing the daily liturgy in the new cathedral. In 1976 day boys were introduced, and in 2017 WCCS opened a Pre-Prep for boys from Reception to Year 3, which is now full and flourishing.

The School's twenty-three boarding choristers receive major assistance with fees and almost all achieve 13+ music scholarships to their destination senior schools.

Westminster Cathedral Choir School prepares boys for leading independent senior schools at 13+, including City of London, Dulwich, Eton, Harrow, King's Wimbledon, St Paul's, Tonbridge, Westminster and Winchester.

Candidates can view our full 13+ exit lists here.

The Position

The Governors seek ideally to appoint an outstanding Head of English from January 2027, who can lead and inspire a team of English teachers, and teach boys from Years 4 to 8 to an exemplary standard. We also welcome applications from talented teachers of English who may aspire to be Head of English after a period of training.

The Head of English will lead and manage the English department from Years 4 to 8, including all 13+ pre-test preparation, and have the ability to teach English to CE and 13+ scholarship level. A teacher of English should also be able to teach from Years 4 to 8, including 13+ pre-test preparation, CE and 13+ scholarship level.

The position arises because the current Head of English, Declan Amphlett, is leaving after six years' exemplary service.

Teaching

- To teach, as reasonably required, by the Head
- To maintain order, discipline and calm in class to ensure effective teaching and learning
- To develop appropriate schemes of work, available for inspection by the Head, Deputy Head (Academic) and/or Director of Studies, which set out challenging and appropriately differentiated work for all pupils
- To integrate ICT into teaching and learning where appropriate, available for inspection by the Head, Deputy Head (Academic) and/or Director of Studies
- To develop cross-curricular links with other academic subjects as well as Civics (PSHCE)
- To organise and/or attend curricular-enriching trips
- To mark pupils' class work and prep, in line with School policy
- To prepare thoroughly for ISI inspections

Administration

- To keep records of effort and achievement, in line with School policy
- To write reports as required, following stated protocols
- To consult closely with Head and SMT as required
- To attend staff meetings as required, adhering to the procedures and protocols published in the staff handbook

Pastoral care

- To set and maintain clear expectations of behaviour in all classes and cover lessons
- To follow and support the School's stated policies on rewards and sanctions, anti-bullying and safeguarding
- To treat all pupils with equanimity
- To report all pastoral concerns to the Head or Pre-Prep Head and/or Deputy Head (Pastoral)

Health & Safety

- To complete risk assessments as required
- To prepare for and respond to inspections of health and safety, internal and external

Personal conduct

- To welcome prospective parents and visitors into lessons (with the Head or a member of staff designated by him or her) at any reasonable time
- To maintain professional dress and appearance at all times during the working day
- To maintain mannerly and professional spoken and written relationships with all colleagues, parents and pupils
- To be publicly supportive of the School's mission, aims and Catholic traditions

Other

- To participate in appraisal meetings
- To participate in lesson evaluations by peers and the SMT, following the set protocols
- To attend INSET training as required
- To undergo any other training as reasonably required
- To cover staff duties as required
- To be a Form Tutor
- To attend weekly whole-School Mass
- To follow all policies, protocols, procedures and regulations as stated in the staff handbook

Flexibility

This job description reflects the main responsibilities of the post. However, the post holder should be willing to undertake any other reasonable duties as required by the Head.

The Person

This position would suit someone who loves books, delights in using language, and enjoys teaching bright boys aged 8 – 13. He or she will also have a sound knowledge of English punctuation and grammar and be committed to the boys acquiring proficiency in the same.

We are looking for a colleague with exceptionally high professional standards, who enjoys working with children, but does not take him/herself too seriously.

WCCS is a high-profile school: the successful candidate will want to work in a setting where professional and parental expectations are exceptionally high, and will enjoy in return an excellent benefits package, and the support of a committed management team.

Safeguarding & Child Protection

WCCS is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers, referees and the Disclosure and Barring Service.

Terms

This post is full-time, permanent, subject to a twelve-month probationary period.

The Benefits

The successful candidate can expect:

- An excellent salary
- Full membership of the Teachers' Pension Scheme
- Full funding for a PGCE through Buckingham University, where appropriate
- A cohesive, united and friendly teaching body in a stable and flourishing school
- Free lunch and refreshments every working day
- Generous holidays
- Motivated, bright boys to teach

How to apply

Candidates should complete the application form and email it with a brief (one page only) letter of application addressed to the Head, Mr Neil McLaughlan. Candidates should include in the letter details of personal qualities and experiences relevant to the post, and explain how they meet the person specification.

Email lfreeman@choirschool.com

An additional CV or supporting statement is not required.

The closing date for applications is **Friday 30th October**. The School reserves the right to interview upon application.

Candidates who would like an informal discussion about the position before applying are welcome to contact the School's current Head of English, Declan Amphlett.

Email damphlett@choirschool.com

WCCS

Independent Not-for-profit

Teachers' Pensions

www.choirschool.com