

# MAYVILLE HIGH SCHOOL

35 St. Simon's Road,  
Southsea,  
Hampshire. PO5 2PE

T: 023 9273 4847

F: 023 9229 3649

E: [enquiries@mayvillehighschool.net](mailto:enquiries@mayvillehighschool.net)

W: [www.mayvillehighschool.com](http://www.mayvillehighschool.com)



## Subject Teacher – Senior School With Responsibility For Teaching Humanities

We are seeking to appoint an inspiring and dedicated Humanities Teacher to join our Senior School. We are looking for an RE specialist with the ability to teach across History and/or Geography at KS3 and KS4.

For the right candidate, there is an exciting opportunity to take on leadership of the Humanities Department, shaping curriculum, driving standards, and supporting colleagues.

This role would suit an ambitious classroom practitioner looking to develop their leadership experience or an experienced middle leader seeking a new challenge.

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**Salary: Dependent on experience**  
**Contract type: full-time, permanent**

**Start date: September 2026**  
**All applications reviewed on receipt**

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*Listed below are principal, but not exhaustive, responsibilities of this post.  
This job description should be read in conjunction with the School's Handbook*

### Teaching and Learning Responsibilities:

- To ensure that departmental requirements are met for pupils at KS3 and KS4 and that these pupils are fully prepared for KS3/4 assessments, in line with school policy.
- To participate in arrangements for preparing pupils for public examinations, including assessment, recording and reporting of results, and examination supervision as required.
- To follow the Departmental schemes of work in the teaching of Humanities (e.g. History, Geography, Religious Education or related subjects), adapting teaching to suit the aptitudes and abilities of individual pupils.
- To initiate and contribute to the development and review of schemes of work as necessary.
- To be mindful of the individual needs of pupils with SEND and differentiate teaching accordingly.
- To plan and deliver lessons that meet the needs of all pupils.
- To set and mark work in accordance with the school's assessment and marking policy.
- To assess, record and report on the development, progress and attainment of pupils, using assessment to promote learning.
- To raise any concerns regarding pupil progress with the Head of Department or Director of Studies as appropriate.
- To communicate pupil progress to parents through parents' evenings (online and in person) and written reports.

## Pastoral and Professional Responsibilities:

- To participate in staff meetings and contribute to the development and implementation of school policies and procedures, including curriculum and pastoral care.
- To maintain discipline and promote positive behaviour for learning in line with school policies.
- To assist in the smooth running of the school by covering lessons for absent staff where required.
- To support the activities of the assigned House.
- To attend school functions as reasonably requested by the Headteacher.
- To maintain and update personal and departmental performance tracking systems.
- To participate in the school's appraisal programme and engage in continuous professional development.
- To undertake break and lunch duties as required.
- To contribute to extracurricular provision, including clubs, revision sessions, and enrichment activities.
- To organise and maintain displays of pupils' work and exemplar materials.
- To attend staff training as required.
- To undertake any other reasonable duties as directed by the Headteacher, Deputy Head, or Director of Studies.

## Health, Safety and Safeguarding Responsibilities:

- To safeguard and promote the welfare of children and young people in accordance with the school's safeguarding and child protection policies.
- To be fully aware of and comply with statutory guidance, including Keeping Children Safe in Education (KCSIE), and to complete all required safeguarding training.
- To maintain appropriate professional boundaries at all times and act as a positive role model for pupils.
- To remain vigilant for signs of abuse, neglect, or safeguarding concerns, and report any concerns promptly to the Designated Safeguarding Lead (DSL) or Deputy DSL.
- To record safeguarding concerns accurately and in a timely manner using the school's systems.
- To ensure that all pupils feel safe, supported, and able to raise concerns.
- To maintain confidentiality while recognising the responsibility to share information where safeguarding is concerned.
- To contribute to a safe learning environment by following health and safety procedures, including completing risk assessments for trips and activities.
- To ensure the safe use of equipment and resources in the classroom.
- To promote online safety and responsible use of technology among pupils.

## General Responsibilities:

- To maintain up-to-date knowledge of teaching practices, subject developments, and educational research to ensure high-quality teaching.
- To comply with all school policies as outlined in the Staff Handbook, including Health and Safety Regulations.

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## Application Process:

To apply, please complete the school application form and return it to Mrs Carter (Executive PA to the Headteacher) at [j.carter@mayvillehighschool.net](mailto:j.carter@mayvillehighschool.net). Shortlisted candidates will be invited to attend an interview.