



For January 2026

CANDIDATE INFORMATION

Teacher of Physical Education  
and Games (with Science)

Westbrook Hay 



**Our mission is to develop academically successful, community minded, self-confident and well rounded individuals who are well prepared for their futures.**

Westbrook Hay is a thriving co-educational independent day school. Pupils enjoy a broad curriculum, achieve excellent results and have the all-important confidence to succeed.

The school roll is currently at a record high of around 380 pupils and in September 2023 announced that it is growing its Senior Section of the school from Year 8 to Year 11 and will begin offering GCSEs. From September 2025 we have welcomed our first Year 9 cohort.

**Our ethos is to be a welcoming, inclusive community that provides the best for, and expects the best from us all.**

The school is well known locally for its warm and welcoming atmosphere. This is something we cherish and, even though we are potentially going to grow slightly in size, we do not want to lose this ethos.

We believe our ethos separates us from larger competitor schools in our locality. This ethos is generated by the staff and their relationships with the pupils and parents. It has been regularly described as 'friendly and professional'.

**We are seeking a new Teacher of Physical Education and Games (with Science) who can assist us with achieving our mission and thrive under this ethos.**







# Our History

Westbrook Hay School, founded in 1892 by Augustus Orlebar in Bedford, has evolved over 130 years, relocating and renaming itself multiple times. Originally a small establishment with just two pupils, it grew under successive leaderships and moved to its current location at Westbrook Hay in 1963. It transitioned from a boarding school for boys to accepting day pupils and girls in the late 1970s.

Located between Berkhamsted and Hemel Hempstead in Hertfordshire, the school's beautiful location boasts 26 acres of parkland overlooking the Bourne Valley. For example, the school has a purpose-built Pre-Prep and has very recently upgraded many of its specialist facilities. The Performing Arts Centre, added in 2016, offers impressive provision for dance, drama and music. Our new specialist facilities include two Science Laboratories with a prep room, a refurbished and modernised DT Workshop, a new ICT suite, an extended and upgraded Art Centre, six new changing rooms, and a state-of-the-art Food Technology room. These are in addition to our Sports Hall, Swimming Pool and modern, spacious classrooms.

Under various heads the school has expanded and modernised, while continuing to prepare students for prestigious senior schools such as Bedford, Berkhamsted, Haileybury, Millfield, Stowe and St Albans. The school now moves into a new phase of development becoming an all-through school to 16.





A photograph of five students in red school uniforms walking up a wooden staircase. The students are of various ethnicities and are smiling. The staircase has a dark wood handrail and spindles. The wall is cream-colored and has four framed artworks. The first artwork on the left shows a sailboat on water. The second shows a black tree silhouette against a grey sky with a red sun. The third is a colorful abstract pattern. The fourth shows a blue landscape with a white path. A green 'fire exit' sign is visible on the wall above the staircase.

# Long Term School Strategy

In September 2023, Westbrook Hay announced that it is growing its Senior Section from Year 8 to Year 11 to begin offering GCSEs.

The decision was made in reaction to the changing local market, from a position of financial strength and due to demand from current and prospective parents.

This process has started extremely well with record numbers of pupils joining into Year 7 and new starters into Year 8. Our First Year 9 cohort are now in place and thriving.



# School Structure

The school is growing to form three main sections



**Pre-Prep:** for pupils from Nursery to Year 2, this section of the school is two form entry and consists of approximately 140 boys and girls.



**Prep:** for pupils from Year 3 to Year 6, this section of the school is two or three form entry and consists of approximately 190 boys and girls.

**Seniors:** currently just year 7,8 and 9 this section of the school consists of approximately 85 boys and girls. Under our long term strategy we have added Upper Seniors, Years 9 to 11, with the aim of having around 40 pupils in each year group.





# Academics at Westbrook Hay

At Westbrook Hay we are dedicated to nurturing each pupil's uniqueness. This spans from their formative years and continues into their GCSE years where we take pride in providing an environment where well-rounded individuals can flourish and succeed.

Academic life at Westbrook Hay encourages effective, life-long learning habits, through a broad and engaging curriculum. Key to our academic success is the fact that every pupil is well-known in our close-knit community. Classes are small and our teachers ensure that they do all they can to support pupils with their learning on an individual basis.

## GCSE Programme

In their time at Westbrook Hay, pupils are given the opportunity to fully explore a wide curriculum, which promotes academic rigour and curiosity. Within our GCSE Programme, our goal is to offer a diverse array of options that allows each pupil to leverage their strengths, while enjoying a broad range of experiences. English, Maths, Science and the Humanities (Geography, History and RS) form the core of our GCSE curriculum, with each pupil

encouraged to take a total of nine GCSEs.

While GCSE results are important, we understand that academic success holds different meanings for different people. In a world where external pressures on young minds are prevalent, Westbrook Hay provides a supportive and nurturing atmosphere in which to take GCSEs.

## Pre-Senior Bacculaureate

In Years 7 and 8 our pupils undertake their Pre-Senior Bacculaureate (PSB). As a PSB school, Westbrook Hay pupils follow an assessment model that has at its heart the development of the right attitudes, behaviours, skills and values required for children to flourish in an ever-changing world.

The six core skills of collaboration, communication, independence, leadership, reviewing & improving and thinking & learning are developed through termly enrichment days. These new world skills will equip the children for the future. As they develop and eventually go to the workplace, they will be able to think critically and communicate effectively with people from a range of different cultures.

## Learning Support

Our flourishing Learning Support Department monitors and puts in place support for pupils who have an identified learning difficulty or specific need. Within the department, pupils will gain on-going and practical support which will vary and change as they grow through their time at the school.

The Head of Learning Support monitors the progress of pupils, ensuring that lessons are appropriately differentiated and that the pupils' needs are met within the classroom. A continuous cycle of monitoring and feedback means that pupils with a range of learning needs are fully supported and make excellent progress at Westbrook Hay.





# Overview of the Role

At Westbrook Hay, our mission is to develop happy, confident and successful pupils who are well prepared for their future. We are seeking an energetic and inspiring Teacher of Physical Education and Games (with Science) to join our dedicated team. This is an exciting opportunity for a passionate teacher to make a real impact in a thriving and ambitious school.

## General Information

The purpose of this job description is to outline the main responsibilities of the Teacher of Physical Education and Games (with Science). It is not restrictive and includes any other reasonable requests that may arise.

The safety and well-being of the children in School is paramount at all times. The Teacher of Physical Education and Games (with Science) is responsible for promoting and safeguarding the welfare of children for whom they are responsible, or with whom they come into contact.





# Job Description



## The Role

- Teach Girls' Games, and maybe PE, across Key Stage 2, and potentially Key Stages 3 and 4
- Work in close collaboration with the Head of Girls' Sport to deliver and develop the Girls' Games programme and with the Head of Science for the Science teaching
- Assist with the planning and organisation of fixtures, competitions and training sessions
- Inspire pupils of all abilities, encouraging a lifelong love of sport and healthy living
- Teach engaging and hands-on Science lessons, primarily to Years 5 and 6, with potential to teach Key Stage 3
- Deliver a broad, balanced Science curriculum that builds strong foundations in Biology, Chemistry and Physics, preparing pupils for transition to Year 7 and beyond
- Contribute to the development of thriving Sport and Science departments, with a focus on practical learning, enrichment, and inclusive classroom culture
- Be a form tutor, most likely in the Prep School
- Participate in co-curricular school activities including clubs, day and residential trips
- Potentially combine the role with other responsibilities from different tiers of the school's leadership and management structure

## Line Management

- For all matters relating to physical education and games the successful candidate will report to the Head of Girls' Games and the Head of PE and Boys' Games
- For all matters relating to Science the successful candidate will report to the Head of Science

## Other Responsibilities

- Be prepared to teach other subjects if required
- Complete all policies relevant to the role
- Complete all risk assessments relevant to the role
- Ensure that all Schemes of Work are in place and up-to-date

## Why Join Us?

- A vibrant, supportive and forward-thinking school community
- Pupils who are enthusiastic, motivated and a joy to teach
- A commitment to professional development and opportunities for growth
- The chance to contribute to a strong and ambitious vision for both Girls' Sport and Science



# Person Specification

## Skills, Experience, Qualifications, Knowledge and Personal Attributes

All staff at Westbrook Hay are expected to embrace and demonstrate in their professional lives the School's values of courage, independence, integrity, reflective learner, responsibility and togetherness.

**Essential:** the attributes, skills, qualifications and experience that a candidate **must have** in order to be considered for the role.

**Desirable:** those that would **strengthen an application** but are not strictly necessary.

**Advantageous:** nice to have, but not a key requirement of the role.



## Skills and Experience

Experience coaching at least two of our focus girls' sports: Football, Netball, Cricket or a particularly high level of experience in one	Essential
Strong subject knowledge across Biology, Chemistry and Physics at KS2/early KS3 level	Essential
Ability to plan and deliver engaging, practical Science lessons	Essential
Clear classroom management skills, with high expectations for behaviour and work presentation	Essential
A thorough knowledge, understanding and commitment to the highest standards of safeguarding and an up-to-date knowledge of KCSIE	Essential
Experience coaching in other sports (e.g. Gymnastics, Swimming, Athletics)	Desirable
Experience in the independent sector, or in an all-through school setting	Desirable
Ability and enthusiasm to teach both boys and girls	Desirable
Ability to teach Science at Key Stage 2 and/or 3	Desirable
Experience in prep school or independent school teaching	Desirable
Familiarity with transition in Science from prep to senior school (Years 5–7)	Desirable
Experience of teaching or coaching across Key Stages 3 and 4	Advantageous
Willingness to contribute to the wider life of the school, including co-curricular and pastoral activities	Advantageous
An understanding of the AQA KS3 and GCSE Curriculum	Advantageous
Creativity in teaching and resource design to make Science accessible and exciting	Advantageous
Experience of organising Science enrichment activities (STEM clubs, Science Week, competitions)	Advantageous
A track record of resilience and adaptability, thriving in a busy and ambitious school setting	Advantageous



Qualifications and Knowledge

A degree in Physical Education, Sports Science or a related discipline	Essential
QTS or PGCE (or equivalent)	Essential
Further coaching qualifications with evidence of ongoing professional development	Essential
Knowledge of safeguarding requirements within a school	Essential

Personal Attributes

A leader with the ability to collaborate with colleagues and contribute positively to the goals and team spirit of the wider staff team	Essential
Commitment to equality, diversity and inclusion, and how this applies to the role	Essential
Commitment to inspiring all pupils to develop a life-long passion for Sport and Science	Essential
Commitment to ongoing professional development	Essential
Commitment to safeguarding and promoting the welfare of young people	Essential
Commitment to the benefits of co-education	Essential
Commitment to providing excellent opportunities for all pupils in the school	Essential
Excellent and inspirational leader	Essential
Excellent IT skills	Essential
High levels of emotional intelligence and interpersonal skills	Essential
Passionate about the wellbeing of all pupils, inspiring others through their care, enthusiasm and expertise	Essential
Positive role model	Essential





# A Teacher of Physical Education and Games (with Science) is expected to be:

## Personal

- Enthusiastic, approachable and able to inspire young learners in both Sport and Science.
- Warm, supportive and patient, with a genuine enjoyment of working with prep school-aged pupils.
- Able to demonstrate high levels of interpersonal skills and emotional intelligence.
- Empathetic, adaptable, and supportive of colleagues whilst maintaining the highest standards.
- A positive role model who inspires both girls and boys to participate in sport with pride and joy.

## Professional

- Qualified teacher with specialism or strong background in Physical Education and Science.
- Committed to high standards of teaching and learning, ensuring lessons are engaging, challenging, and accessible.
- Passionate about sport and able to share that passion through excellent teaching and coaching.
- Strong communicator with pupils, parents and colleagues.
- Reflective practitioner, eager to develop professionally and contribute to departmental growth.
- Dedicated to safeguarding and promoting the welfare of children.

## Leadership

- Committed to making Westbrook Hay a first-choice school;
- Open minded to change, new ideas and shifts in strategy;
- Able to play their part in the completion of a strategic plan;
- Able to motivate and energise others to achieve the school's mission;
- Able to identify operational weaknesses and opportunities and suggest actions for improvement;
- Be able to lead change and develop a culture of reflection, evaluation and improvement.





# Salary and Benefits

The salary will be competitive and dependent on experience.

## What can we offer you?

- A fantastic team of staff to work with and be a part of
- Commitment to continuing professional development
- Enhanced Family Leave
- Cooked lunches and refreshments throughout the day provided
- Membership of the Employee Assistance Programme
- Opportunities to attend events organised by the Staff Social Committee
- Receipt of a 'golden ticket' for assisting with an overnight event, which enables staff to apply for a half day of leave either in the morning or afternoon
- Small class sizes, a beautiful rural location and excellent facilities
- 50% fee remission is offered for children of school staff, subject to availability of place
- The security and opportunity that comes from working in a school that is part of a charitable group of school (Mill Hill Foundation)





# Application and Recruitment Process



**The deadline for the receipt of applications is 12:00 on Tuesday, 30th September.**

Early applications are encouraged. The school reserves the right to make an appointment before the closing date. To apply for this position, please complete an application via the TES website. Further information or any enquiries can be requested to The Head's PA, Miss Charlotte Hearne on [charlotte\\_hearne@westbrookhay.co.uk](mailto:charlotte_hearne@westbrookhay.co.uk)

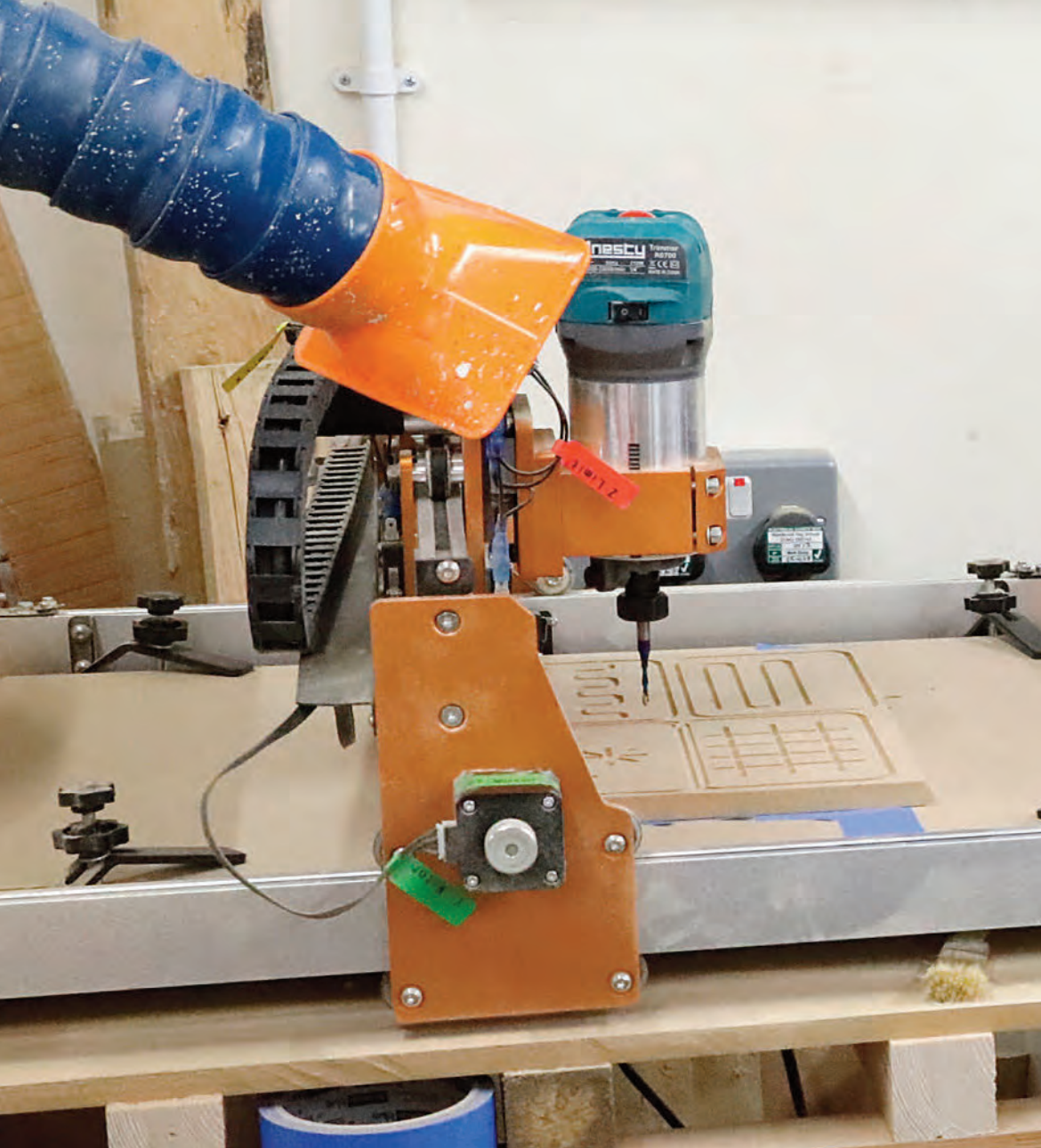
**Interviews are anticipated to be held during the week commencing Monday, 6th October.**

Although the programme is yet to be confirmed, it will include an interview, the teaching of a lesson, and other tasks. Candidates will be offered a tour of the school and lunch, if the timing permits. Candidates who wish to find out more about the role before formally applying are encouraged to contact Charlotte Hearne by email.

**The appointment is for January 2026, although the school may wait until the following term for the right candidate.**



# Compliance Requirements



The appointment is subject to satisfactory pre-employment checks in accordance with DfES guidance, to satisfactory references, satisfactory clearance from the DBS, proof of identity and qualifications and a satisfactory medical report. Westbrook Hay is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All successful applicants will be required to undergo child protection screening including checks with current and previous employers and the Disclosure & Barring Service.







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