



1619

ALLEYN'S

Appointment of

Head of Chemistry
from Thursday 28 August 2025

Full time, Permanent
Information for Applicants

Closing date for applications: midday on Wednesday 12 February 2025

Letter from the Head

Dear Applicant

Thank you very much for your interest in becoming Head of Chemistry here at Alleyn's. I am delighted that you are considering it and I hope to give you a sense of our school and why it is such a wonderful place to work! Our ROCCK values (Respect, Opportunity, Curiosity, Courage, Kindness) will also tell you what we are seeking to achieve here.

So, why Alleyn's? I started as Head here in January 2021, so I feel in a good position to help you answer that question, having asked it myself a few short years ago! You'll know, from our website, most of the key facts. We are an academic, co-educational through-school; our Junior School is also on our site and we love the fact that many of our pupils learn here from 4–18. We are situated in an inspiring leafy part of SE London, on a beautiful and well-resourced site with the City of London twinkling enticingly on the horizon, just about four miles away.

As one of the three Dulwich Foundation Schools, Alleyn's is part of a historic foundation which has been educating young people for 400 years. Our namesake and founder, Edward Alleyn, was one of the great Elizabethan players, and playful academic exploration and discovery is something we very much welcome here. I won't go into the less reputable activities he was famous for, but as well as acting, Edward Alleyn was also a philanthropist and a philosopher. His "College of God's gift" was established to change the lives of children – initially "12 poor scholars". It is rather wonderful that the original 12 has grown into our large, thriving community of more than a thousand children. Alleyn's has been honouring the founder's legacy, as one of this country's leading co-educational schools, for generations.

We are very over-subscribed and entrance to the school is intensely competitive. Our pupils are gifted and ambitious and, unsurprisingly, they do extremely well in exams. I can't pretend that we are not proud of our pupils' results; we are, of course, but they are a by-product of an Alleyn's education, not the reason for it. The 'outcomes' we most care about are the incredible young men and young women who leave us. They are engaging, grounded, passionate and interesting individuals, who cross the stage at graduation, aware of who they are and what they care about and very ready to go out into the world and make it better. We're not the only people who think this; we loved Tatler's take on it in their Schools Guide this September: "If you're looking for the epicentre of forward-thinking education, here it is" they said, quoting a recent visitor to the school, 'the school is "dynamic, diverse and thinking in the future tense."'

The really lovely staff/pupil relationships here are critical and they underpin all we do. The strength of the relationships was one of the things people told me about before I started at the school and the other thing was how delightful Alleyn's pupils are. And they were right on both counts! Our students are grounded, engaged and enormous fun; they wear their talents lightly, they support each other, they are often impassioned and keen to fight for important causes and they are (mostly!) very engaged by the adventure of learning. They also make us laugh a great deal (you can see lots of evidence of all of this in our latest ISI report - do have a look at the highlights online).

Pretty much all our pupils are involved in the co-curricular life of the school and in our partnership and outreach programmes. This matters to us and we do ask all our teaching staff to play an active part in the co-curricular and enrichment programmes partly because so much of the fun and friendship here stems from this. Equally, of course, most staff will play a role in the pastoral care and education which is delivered through Year Groups, School Sections and Houses. The Outreach programmes at Alleyn's are a big part of who we are and a critical part of an education here.

I hope this summary has been helpful and that you feel excited by this opportunity and keen to apply. If perhaps you are thinking that a historic, academically selective independent school might be a bit daunting or might not be the right place for you, can I urge you to reconsider this? We are emphatically not a 'one-size-fits-all' community and we take great pride and delight in individual differences and the successes these bring. And of course, our pupils benefit from seeing a varied team of adults working together successfully and happily as part of a diverse and inspiring team. If you join us, we hope that you will quickly feel part of the school community and we will warmly encourage you to make the most of the many opportunities for personal and professional development on offer.

I also very much hope that you will be able to get a sense of the energy and fun at the heart of our school during this recruitment process. The informality, the warmth and the unpretentious approach at Alleyn's really is infectious and I hope you will feel it, as I did, the moment you walk through the doors. There is nothing entitled, stuffy or pompous about this school. And we really hope that you will enjoy getting to know us a little bit.

May I wish you the very best of luck.

Yours Faithfully



Mrs Jane Lunnon
The Head



Alleyn's is a thriving, successful school with its eyes on the future and there could not be a more exciting time to lead the Chemistry Department. I am therefore delighted, following the retirement of the current post-holder, to be inviting applications for the post of Head of Chemistry at Alleyn's from the start of the Advent term 2025.

As a leading independent and academic co-educational school, Chemistry at Alleyn's is a core part of our curriculum, and the excellent teaching and exciting offering beyond the classroom plays a key role in supporting and inspiring our pupils to flourish. The department contributes to a wide-ranging programme of enriching trips and activities, and numbers studying Chemistry-related courses at University and beyond are high.

Our pupils are curious and engaged, as well as highly motivated; we have high aspirations for every child and our Chemistry Department carefully caters for all. Our facilities are extremely good and an ambitious site masterplan will ensure further investment in these over the coming years.

The successful candidate will provide leadership to a talented and committed team of practitioners, ensuring the highest standards of learning and achievement for all pupils, and personally enriching professional development for staff. To this end, they will possess excellent communication skills – both oral and written – to engage effectively with pupils, parents and staff.

Our Heads of Department are passionate about questions of curriculum and pedagogy, and the successful candidate will demonstrate the ability to think big and engage with research and national conversations, while caring deeply about the fine details of classroom practice.

This exciting, challenging and significant position would be ideal for an experienced colleague seeking promotion to a key middle leadership position and is accompanied by a generous remuneration package.

J T Lunnon

THE CHEMISTRY DEPARTMENT

Chemistry at Alleyn's has a rich history, with former pupils recognised for their work in Chemistry and related fields as university Professors, Fellows of the Royal Society, and even Nobel Laureates.

The successful applicant will contribute to a large, well-established academic department of specialist, enthusiastic and committed Chemistry teachers.

Our team of expert Science Technicians plays an important role in supporting the Department's provision of practical and experimental work, which is extensive.

Members of the Department play an important role in the pastoral life of the School as Form Tutors, in the organisation of departmental clubs and activities and in the co-curricular life of the School in general.

The Head of Department actively supports teachers in these whole-school responsibilities.

Our exam results at both GCSE and A level are among the best in the School and Chemistry and Chemistry-related degrees are a popular choice for Alleyn's pupils at university including several each year who apply to Oxbridge. A large number each year go on to study Natural Sciences, Medicine and Biomedical Sciences, as well as related courses in Engineering, Environmental Sciences, Dentistry or Veterinary Science.

Curriculum Offered

We are committed to enabling pupils to become enthusiastic scientists through the study of a stretching and wide-ranging curriculum.

Pupils are taught a Combined Science syllabus in the Lower School (Years 7 and 8) and are taught in mixed form teaching groups in all other years.



The Chemistry Department follows the AQA Chemistry GCSE specification in Year 10 and 11, and all pupils study all three sciences at GCSE. A small number of pupils switch to AQA Trilogy Science (double award) at the beginning of Year 11, where this best suits their learning.

Chemistry is a popular subject at A-Level with around four teaching groups in each year group (approximately 50 students in each year). We follow the Edexcel A level syllabus in Years 12 and 13. Two teachers take each set and students enjoy twelve periods of Chemistry in Year 12 across the two-week timetable, and 14 periods in Year 13.

The Chemistry Department is actively involved in extending and enriching the learning experience of our pupils beyond the classroom. We offer subject clubs, lectures from visiting speakers, trips, visits and practical activities, including vibrant participation in the Crest Award scheme. The Department is actively involved in school partnership activities, working with pupils from schools across London.

Facilities & Resources

The Department is extremely well-equipped and resourced with both excellent laboratory spaces in our Science building, as well as expert technicians to support practical work.

All classrooms have Clevertouch interactive screens. The Chemistry Department has a large departmental office adjacent to its suite of teaching rooms.

All pupils bring their laptops to lessons and the department uses OneNote and Teams as standard alongside traditional, paper-based resources.

Post Outline

We are seeking to appoint an excellent, committed, enthusiastic and dynamic teacher, with an obvious love of Chemistry, as Head of Chemistry for the start of the Advent term 2025 (Thursday 28 August 2025).

The successful applicant will provide professional, dynamic and creative leadership and management of the Department to secure high-quality teaching, effective use of resources and the highest standards of learning and achievement for all pupils. They will have the ability to develop, articulate and lead through a vision and strategy for the development and delivery of Chemistry across the School.

To this end they will possess excellent organisational and administrative skills, while at the same time being able to inspire pupils and staff alike.

We have our own very competitive salary scale which takes account of experience and the nature of the role, and accommodation may be available.

All staff enjoy access to superb facilities and resources, as well as variety of great benefits which are detailed in the accompanying 'Working at Alleyn's' brochure.

Accountability

As a Head of Department your overall line manager is the Deputy Head (Academic), although the day-to-day line-management of the Heads of Biology, Chemistry and Physics is conducted by the Director of Science, with whom you will meet routinely.

Our Values (the Alleyn's ROCCCK!)

Respect
Opportunity
Curiosity
Courage
Kindness

Responsibilities

What follows is not a comprehensive or exhaustive list, but some of the key tasks of this multi-faceted and challenging role.

The Head of Department will undertake the following responsibilities to lead the teaching and learning in the Department by:

- contributing to and taking responsibility for the high-quality teaching and learning of Chemistry throughout the Senior School, ensuring that all pupils (including the most able, those with SEND and boys and girls) make the best possible progress;
- leading and managing (with the aid of a deputy) a team of subject specialist Chemistry teachers (including any Academic Interns with a Chemistry specialism) and contributing to the management of our science technicians;
- taking the lead in ensuring the delivery of all elements of the Chemistry courses, as well as Chemistry aspects of Combined Science courses, including ensuring appropriate schemes of work are in place and that they are reviewed and revised regularly;
- ensuring structures and systems are in place to enable effective monitoring and tracking of pupils' progress;
- promoting scientific enquiry and a growing sense of independence amongst older pupils;
- holding regular departmental meetings to facilitate discussions where teaching and learning best practice is discussed;
- monitoring the quality of teaching and learning within the department including via lesson observations and performance management meetings, as well as identifying professional development needs and supporting colleagues in their professional development;
- being ICT literate and having experience of using software in the classroom;
- overseeing the Chemistry area of the School's VLE and website;
- liaising with the Junior School HoD to ensure that there is continuity in the curriculum;
- liaising with the Head of Access, Inclusion and Mentoring half termly to discuss SEND across all age groups and the most effective use of support periods within the Department;
- fostering an academic ethos and love of learning by taking the lead in offering opportunities for extension and enrichment of pupils in all year groups, including, but not limited to, the running of educational trips, arranging of internal and external lectures, and contributing to internal clubs and events;
- collaborating with other departments on cross-curricular projects when opportunities arise in order, for instance, to enhance cross-curricular scientific study;
- contributing to and promoting the collegiate philosophy which underpins departmental activities at Alleyn's, delegating responsibilities as appropriate;
- contributing to the 16+ entry process, including undertaking admissions and scholarship interviews with candidates;
- overseeing a programme of extension and support for Oxbridge candidates and students, and advising those who wish to study Chemistry and related subjects at university, including preparation for the any entrance tests and interview processes;
- maintaining a departmental handbook which includes an up-to-date programme of study, policies and schemes of work.
- preparing and being responsible for the annual departmental budget;
- ensuring the departmental rooms are kept tidy, up-to-date, and present a stimulating environment;
- ensuring that all Health and Safety requirements within the Department are implemented.



To represent the Department in a leadership role by:

- attending the Heads of Department meetings and other committee meetings and academic information evenings as appropriate;
- being present in School on the A level results day and GCSE results day and dealing with any concerns as they occur on or after these results days;
- producing an annual report and an action plan with specific reference to examination data as part of the departmental review process;
- participating in the wider running of the School, contributing to pastoral teams and liaising with the Heads of Sections;
- contributing to the overall marketing and development of the School's reputation and promoting the profile of the Chemistry Department within the extended Alleyn's community;
- contributing to the Department's co-curricular activities and participating in the wider school programme of co-curricular activities, and supporting other members of the Department in the same;
- promoting and protecting children's welfare in all aspects of their contribution to school life and following school Health and Safety guidelines.

Further information is available in the Heads of Department Handbook, the teaching Staff Handbook and via School Policies.

There are also some core responsibilities that are common to all teachers at Alleyn's who are expected to:

- promote and protect children's welfare in all aspects of their contribution to school life, demonstrating a clear understanding of all aspects of safeguarding and Keeping Children Safe in Education (KCSIE);
- establish a safe and stimulating classroom environment, rooted in mutual respect;
- demonstrate consistently positive attitudes, values and behaviours and encourage pupils to take a responsible and conscientious attitude to their own work and study;
- demonstrate and employ good subject knowledge, and become fully acquainted with the appropriate specifications and schemes of work;
- keep abreast of developments in their subject(s);
- plan and teach well-structured lessons; imparting knowledge and developing understanding through effective use of lesson time;
- promote a love of learning, intellectual curiosity, good progress and outcomes by pupils;
- reflect systematically on the effectiveness of lessons and approaches to teaching;
- adapt teaching to respond to the strengths and needs of all pupils;
- set homework and plan other out-of-class activities that consolidate and extend the knowledge and understanding pupils have acquired;
- have a clear understanding of the needs of pupils with special educational needs, those of high ability, those with English as an additional language, those with disabilities, and use a range of approaches that are conducive to successful engagement and learning for all;
- make appropriate and consistent use of rewards and sanctions in line with school policies;
- give pupils regular feedback, both orally and through marking work regularly (in accordance with departmental guidelines), and encourage pupils to respond to the feedback;



- make accurate and productive use of formative and summative assessment, keep appropriate academic records, and use relevant data to monitor progress, set targets and plan subsequent lessons;
- contribute to the design and provision of an engaging curriculum within the subject;
- be ICT literate and have experience of using appropriate software in the classroom to enhance teaching and learning;
- take a proportional share of responsibilities for departmental activities (e.g. trips, societies, the departmental area of the learning platform, university admission etc.), new initiatives and provision and maintenance of resources (e.g. the writing and updating of schemes of work, the display of pupils' work, etc); and
- contribute to the extension and enrichment activities of the department.

Other Responsibilities

- to support the School's vision and values;
- to support the holistic development of pupils by contributing to and supporting the pastoral work and wider school programme of co-curricular activities;
- to promote good and courteous behaviour both in classrooms and around the school;
- to work positively to develop effective professional relationships with both teaching and support staff colleagues across the school;
- to make arrangements to attend all relevant meetings and evenings as published in the School calendar;
- to engage positively in professional development opportunities;
- to have proper and professional regard for the ethos, policies and practices at Alleyn's, as written in the Staff Handbook and School Policies; and
- to carry out any other task at the reasonable request of the Head.

Person Specification

Alleyn's seeks to appoint teachers who have the following qualities, or the potential to develop them:

- the energy, dynamism, stamina and sense of fun to contribute fully to the life of a busy and very successful co-educational independent London day school;
- a profound and continuing interest in the academic subject(s) to be taught;
- empathy with pupils across the age and ability spectrum;
- the depth of knowledge and agility of mind to allow flexibility in lessons, adapting delivery as appropriate in the light of pupils' responses;
- the capacity to understand and deal professionally and sensitively with pastoral problems raised by pupils;
- the ability to create effective rapport and a sound relationship with pupils, earning their respect and trust but maintaining proper professional boundaries;
- the ability to create effective rapport and sound relationships with parents and colleagues;
- a willingness to contribute to the extensive range of activities provided for pupils outside the classroom including departmental extension and enrichment activities, and whole-school co-curricular activities;
- a confidence in communicating on a personal or public scale in a variety of ways;
- degree level education;
- qualified teacher status or relevant teaching qualification or experience.



Arrangements for the Appointment

How to apply

The application form can be downloaded from our website, www.alleyns.org.uk/jobs.

Candidates should complete all sections of the form and submit it together with a completed Equal Opportunities Monitoring Form, full CV and covering letter.

Please address your covering letter to the Head, Mrs Jane Lunnon, and **explain in your letter why you are interested in this particular position at Alleyn's and why you think it would suit you at this time in your career.**

All documents should be emailed to jobs@alleyns.org.uk.

Alternatively, they can be posted to Mrs Jane Lunnon, Head, Alleyn's School, Townley Road, London SE22 8SU

The deadline for applications is midday on Wednesday 12 February 2025

If you have any questions, please contact the HR Department by email at jobs@alleyns.org.uk or by phone on 020 8299 8009.

Interviews and Appointment

Interviews are planned for Tuesday 25 February 2025, and further details will be sent to shortlisted applicants who will be asked to plan and teach a session for a small group.

References will ideally be taken up before the interviews but please be assured that we will always contact you first to seek your permission.

Suitable candidates may be interviewed before the closing date, and we reserve the right to withdraw the position if an early appointment is made.

Safeguarding Checks

Alleyn's School is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

Equal Opportunities

As an Equal Opportunities employer we welcome applications from all applicants who meet the requirements for the position. However we are especially keen to receive applications from those in minority groups for which the School is currently underrepresented. We celebrate diversity and thrive on the benefits it brings.



Alleyne's School, a charitable company limited by guarantee registered in England and Wales with company number 09401357 and registered charity number 1161864. Registered office address: Alleyne's School, Townley Road, Dulwich, London, SE22 8SU
