

# Ursuline College

*Part of the Kent Catholic Schools' Partnership*



## Staff Application Pack

Teacher of PSHE

**Resilience. Integrity. Respect. Serviam. Aspiration.**

*Getting better never stops*

# Staff Application Pack

## *Letter from the Headteacher*

### **Dear Applicant**

Thank you for your interest in this exciting role within our secondary school, which forms part of the Southeast Kent Cluster of Kent Catholic Schools' Partnership.

We have a long tradition of providing Catholic education to those in the local community and educating each student who passes through our doors to achieve their personal best. Student well-being and learning are at the heart of everything we do.

We have extremely high expectations of what we do for the students in our schools and are keen to recruit like-minded, passionate colleagues who have the potential to redefine what is possible in the education landscape.

If you are passionate about making a better world through the power of education and have the skills to help us showcase the work we do, we would love to hear from you.

Kind regards

**Danielle Lancefield**  
**Headteacher**



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## The Post

Details	Teacher of PSHE
Reports to:	PSHE Lead
Grade:	MPS / UPS
Working week:	Full Time

### Main purpose of the Role

**The Teacher of PSHE is responsible for delivering high-quality, inclusive and engaging PSHE education that supports students' personal development, wellbeing, relationships, and preparation for life in modern Britain, in line with statutory guidance and the Catholic ethos of the school.**

**The post holder will contribute to a safe, supportive learning environment in which students are encouraged to develop spiritually, morally, socially and emotionally.**

### Core Responsibilities

#### Teaching and Learning

1. To plan and deliver high-quality PSHE lessons in line with the school's agreed curriculum and statutory guidance for PSHE and Relationships and Sex Education (RSE).
2. To create a safe, respectful and inclusive classroom environment where sensitive topics can be explored appropriately.
3. To use a range of teaching strategies to engage all learners, including those with SEND, EAL, or additional pastoral needs.
4. To ensure lessons are accessible, inclusive and age-appropriate.
5. To promote active participation, reflection, discussion and critical thinking in PSHE lessons.
6. To assess students' progress in PSHE using agreed school approaches and provide constructive feedback.
7. To contribute to the evaluation and development of PSHE schemes of work and resources.

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## Safeguarding and Student Wellbeing

1. To uphold the school's safeguarding policies and procedures at all times.
2. To recognise and respond appropriately to safeguarding concerns or disclosures, following school protocols.
3. To work collaboratively with pastoral staff, safeguarding leads and external agencies to support student wellbeing.
4. To maintain professional boundaries and confidentiality, sharing concerns only with appropriate staff.

## Catholic Ethos and Values

1. To support and promote the Catholic ethos and values of the school through PSHE teaching and professional conduct.
2. To deliver PSHE and RSE in a way that is consistent with Church teaching while remaining inclusive, respectful and sensitive to all students.
3. To contribute to students' spiritual and moral development, encouraging respect for human dignity, relationships, and social responsibility.

## Professional Responsibilities

1. To fulfil the professional responsibilities of a classroom teacher as set out in the Teachers' Standards.
2. To participate in departmental and whole-school meetings as required.
3. To engage positively in professional development related to PSHE, safeguarding and wellbeing education.
4. To work collaboratively with colleagues, including non-specialist PSHE teachers where appropriate.
5. To contribute to whole-school initiatives that promote student wellbeing, personal development and citizenship.
6. To communicate effectively with parents/carers when required, following school guidance.

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the College in relation to the post holder's professional responsibilities and duties.

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*The post holder will be expected to carry out all duties in the context of, and in compliance with, all the College's policies and procedures.*

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## Safeguarding and Safer Recruitment

### **Application Process**

You are welcome to contact HR at [HR@ursuline.kent.sch.uk](mailto:HR@ursuline.kent.sch.uk) if you would like to visit the school before submitting an application.

For ease of applying, we are happy to accept applications directly from Kent Teach.

Should you be shortlisted for interview, additional information may be requested at that time.

**Closing date for applications:** 9am Monday 23<sup>rd</sup> February 2026

**Interviews to be held on:** To be confirmed

**Start date:** September 2026

All applicants need to have the Right to Work in the UK to be considered for this role. This vacancy may close on or before the specified closing date depending on the volume of suitable applicants. If you are unsuccessful, we will contact you accordingly.

### **Safer Recruitment**

*Ursuline College are committed to safeguarding and promoting the welfare of children and require all staff to share this commitment. Offers of employment are subject to an enhanced disclosure and barring service check. We are an equal opportunities employer.*



# Ursuline College

Headteacher: Miss D Lancefield

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