



Downe House

Introducing Charlotte Jones *Director of Pupil Progress*

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There is no one ‘right’ way of thinking, learning, and behaving and in our school, differences are embraced and supported. We ensure all neurodiverse pupils with Specific Learning Differences and often other co-occurring challenges, are supported as an integral part of school life.

Charlotte has been Director of Pupil Progress at Downe House for three years, and leads the School's team of professionals to provide the framework and the support our neurodiverse pupils need to thrive in their education and life at our School. She believes in a holistic approach to education, which reflects the School's ethos.

After many years working in education, Charlotte has the skills, experience and expertise that make her an inspirational leader for our Learning Skills and Multilingual Learners teams. She started her teaching career as a Year 2 and Year 3 teacher at Stoke Row Primary School in Henley on Thames, and then moved to Downe House as PE teacher, Learning Support teacher and Upper School Housemistress. Later, she took up the role of Head

of Boarding and Designated Safeguarding Lead at Edgeborough Prep School, before returning to Downe in 2021.

Charlotte is a special educational needs co-ordinator (SENDCo), specialist access arrangements assessor and exam access arrangements coordinator, and she maintains the Joint Council for Qualifications applications. She is also a qualified counsellor and executive functions coach, and is a member of the British Psychological Society.

A long-time volunteer with the Pets as Therapy team, Charlotte also has her own trained therapy dog, one of two that visit the School - which is a huge hit with pupils and staff alike!

“I have developed a passion for the complexity of common learning challenges and a special interest in the link between organic learning difficulties and mental health. I draw on my own experience of full boarding and learning challenges as a child to help students develop greater competence and self-confidence in their education.”



You can find out more about the support offered by our Learning Skills Department on our website: www.downehouse.net

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I enjoy working with our students and making a difference to their experience of education, however small it may be.

It is a great privilege to be part of their journey and working together with the students and their families to identify the way forward is hugely rewarding.



Good communication and forging strong relationships across the School and beyond are a big focus for Charlotte. She works closely with the Director of Curriculum Administration and Digital Learning to not only track progression of those that have Specific Learning Difficulties (SpLD's) but to also monitor the progression of all students at Downe House.

For new girls joining Downe House, Charlotte collaborates with other schools to support pupils as they transition into our School community.

The Learning Skills team and Multilingual Learners department, which supports English as an Additional Language, work in a collaborative way with the Leadership Team and Heads of Department to ensure our pupils receive quality-first teaching in a cohesive way.

Together with her team, Charlotte ensures that there is an effective framework to screen, monitor, assess and put in place appropriate interventions that enable our students to fulfil their academic potential.



Charlotte's extensive experience of a full boarding education underpins and informs her role as Director of Pupil Progress where she is able to place the individual at the heart of every decision. Charlotte is passionately committed to the girls at Downe House and also to her own professional development as this allows her to bring new and innovative methods of support into their educational journey. She combines her excellent pastoral instincts, developed over time in her roles as both a Housemistress (including at Downe House) and as a Head of Boarding, with clear and up-to-date educational theory and practice. Charlotte leads a team of specialist teachers who are all committed to making sure that each girl has the opportunity not only to progress but also to thrive. It is wonderful to also have Millie, Charlotte's trained therapy dog, as part of the team and the girls definitely benefit from her presence.

-Mrs Philippa Toogood, Assistant Head



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