



**St Ralph Sherwin**  
**Catholic Multi Academy Trust**



## **English Martyrs' Catholic Voluntary Academy**

Bracken Road, Long Eaton, Nottingham, NG10 4DA

Telephone: 0115 973 3209



[enquiries@englishmartyrs.derbyshire.sch.uk](mailto:enquiries@englishmartyrs.derbyshire.sch.uk)

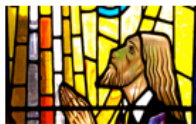


# **Application Pack**

**Class Teacher**

**English Martyrs' Catholic Voluntary Academy**  
**Long Eaton**

# Welcome



St Ralph Sherwin  
Catholic Multi Academy Trust



Dear Applicant,

Thank you for expressing an interest in applying to work within the St Ralph Sherwin Catholic Multi-Academy Trust (CMAT). As CEO, I want to provide you with an introduction to our Trust and to give you a flavour of what working within our Trust would be like.

Firstly, you do not need to be a Catholic to work in our Trust. There are certain reserved positions, which require someone to be Catholic, i.e. CEO, Headteacher, Deputy Headteacher, Subject Leader/Head of RE and Lay Chaplain but other than that a respect for our ethos and a willingness to participate in what we do is all that is required.

Everybody who works within our Trust, in a school or central offices is in some way a teacher. Whether you are the headteacher, a classroom teacher, receptionist, cook, cleaner, caretaker, HR or Finance manager/assistant you have an impact on the children we serve. We are a family and building a community which supports and upholds our gospel values of tolerance, respect, compassion and love are central to our success going forward.

This is a hugely important time in the life of our Trust. As of 1<sup>st</sup> September 2018, we have brought together 25 schools from Derby City, Derbyshire, Staffordshire, Stockport and Nottinghamshire (of which 20 are primary and 5 are secondary) to work within the Trust.

As CEO of the Trust I understand the huge responsibility I have to ensure that every child and young person benefits from the establishment of this new Trust.

The St Ralph Sherwin Catholic Multi-Academy Trust has been formed to preserve, maintain and develop Catholic education in the areas served by its academies. We are committed to providing the highest quality of education for every child and young person we serve.

We have a vision for our Trust that goes beyond our individual academies and that changes our perceptions from *my* academy to *our* academy. Working together through the Trust, each academy will benefit educationally from the expertise within the Trust as a whole and practically from the services procured and provided centrally. By formalizing the links between secondary and primary schools we will provide a stable, challenging and consistent education through the phases to those pupils and families we serve. Our Trust will be a dynamic entity, which will grow and adapt with those who are working and learning within it. It will respond to the needs of its community while adhering to the Catholic principles upon which its member academies are founded.

We have been given a wonderful opportunity to shape the future of Catholic education for around 8,000 young people who attend our schools across the Trust.

Schools are special places where we get the chance to improve the lives of young people in a unique way. The best schools are places where we develop young minds; we must focus on growth not just in the brain but the growth of character, the development of the whole person.

I hope you are excited by this vision of what we want to achieve and if you feel you want to be part of this, I would encourage you to apply for this position within our Trust.

Yours sincerely

Sean McClafferty

CEO, Saint Ralph Sherwin Catholic Multi-Academy Trust

# About English Martyrs'

## English Martyrs' Catholic Voluntary Academy

Part of St Ralph Sherwin Catholic Multi Academy Trust

Bracken Road, Long Eaton, Nottingham, NG10 4DA

Telephone: 0115 973 3209

**enquiries@englishmartyrs.derbyshire.sch.uk**

**Grade/SCP:** MPS—UPS

**Contract:** Fixed Term until the 31<sup>st</sup> August 2019

**Hours:** Full Time

**Start Date:** January 2019

*"English Martyrs' is a vibrant Catholic community where the Catholic Life is a tangible feature at all levels." (Section 48 Canonical Inspection 2015)*

### We are looking for someone who:

- Has a clear vision of Catholic education
- Has commitment to high academic standards
- Has drive, stamina and enthusiasm to lead, motivate, challenge and inspire others
- Has a collaborative approach to building on the excellent relationships with staff, parents, parishes, governors, directors and the wider community

### English Martyrs' can offer the successful candidate:

- A dedicated and committed team of staff
- A welcoming and supportive community with a clear sense of its Catholic identity
- A commitment to individual career professional development
- Opportunities for joint working across the Academy Trust

School visits are welcomed, please contact Mrs C Huckerby by phone 0115 973 3209 or by email: [enquiries@englishmartyrs.derbyshire.sch.uk](mailto:enquiries@englishmartyrs.derbyshire.sch.uk) to arrange a visit.

### How to apply

For more information, an application pack and to apply please visit <https://srscmat.co.uk/vacancies> or email [vacancies@srscmat.co.uk](mailto:vacancies@srscmat.co.uk).

**Closing date:** 9.00am 3<sup>rd</sup> December 2018

**Interviews:** 7th December 2018

*The St Ralph Sherwin Catholic Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All posts are subject to satisfactory references, an enhanced Disclosure and Barring Service (DBS) check, medical check, evidence of qualifications plus verification of the right to work in the UK.*

*The St Ralph Sherwin Catholic Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to satisfactory references, an enhanced Disclosure and Barring Service (DBS) check, medical check, evidence of qualifications plus verification of the right to work in the UK.*

*The Trust will endeavor to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.*

# Job Description

## **English Martyrs' Catholic Voluntary Academy**

*(part of Saint Ralph Sherwin Catholic Multi Academy Trust)*

### **Class Teacher Job Description**

#### **Responsible to: The Headteacher**

English Martyrs' Catholic Voluntary Academy has been designated by the Secretary of State as an academy with a religious character. The Articles of Association state that it is part of the Catholic Church and is to be conducted as a Catholic academy in accordance with Canon Law, the teaching of the Roman Catholic Church and the Trust Deed of **the Diocese of Nottingham**. This appointment is with the directors of Saint Ralph Sherwin Catholic Multi Academy Trust under the terms of the Catholic Education Service contract signed with the directors as employers. The appointment is subject to the current conditions of service for teachers contained in the School Teachers' Pay and Conditions Document and other current education and employment legislation. In carrying out his/her duties, the Class Teacher shall consult with the Headteacher and when appropriate, with the local governing body, the Diocese, the Local Authority, the staff, the parents of its pupils, the parishes served by the academy and the academies within the Saint Ralph Sherwin Catholic Multi Academy Trust.

The Diocese of Nottingham, the Academy Trust and the Local Governing Body are committed to safeguarding and promoting the welfare of children and young persons and will ensure that the highest priority is given to following the guidance and regulations to safeguard children and young people. The successful candidate will be required to undergo an Enhanced Check from the Disclosure and Barring Service (DBS) and any other pre-employment checks required by the Academy Trust.

#### ***Catholic Purpose and Identity of the School***

The Class Teacher must understand the nature and purpose of Catholic education and know that their first responsibility is to support the Headteacher and senior leaders in establishing and sustaining the Catholic identity of the academy and safeguarding the teachings of the Church.

He or she must ensure that this Catholic identity is reflected in every aspect of the life of the academy, in particular: in the curriculum; the day to day organisation; staff and pupil relationships; the partnership between the academy, home, parish; extended partnerships with the wider local community and other schools.

#### **KEY AREAS OF THE ROLE**

##### ***Teaching and Learning***

The class teacher will:

Carry out the duties of a class teacher as set out in the current School Teachers' Pay and Conditions document

To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils, incorporating the National Curriculum requirements and in line with the curriculum policies of the school

Provide an excellent role model of teaching in a Catholic academy

Develop a stimulating classroom and school environment in which a child will learn, have a sense of achievement, be motivated and feel secure and valued

Ensure high quality learning experiences for pupils which meets internal and external quality standards

Ensure that all pupils make good progress by regularly monitoring classroom practice and analysing sets of assessment information

Take a lead in planning for intervention support when pupils are identified as in danger of falling behind

Share in the development of the school curriculum, schemes of work, teaching materials, teaching programmes, methods of teaching and assessment and their review

Support and contribute to the school's responsibility for safeguarding children

Actively promote the policy and practice of inclusion

Carry out other responsibilities to be negotiated with the Head Teacher

# Job Description

## ***Leadership and Management***

The class teacher will:

Direct and supervise the work of Teaching Assistants.

Co-operate and liaise with other professionals, including fellow staff, SENCO and colleagues from external agencies e.g. specialist teachers from the LEA support services, health professionals, social workers etc.

Lead a curriculum subject area

## ***Curriculum Responsibilities***

The class teacher will:

Be responsible for the leadership of a curriculum area

Support and advise colleagues, using any expertise to assess and develop the quality of learning.

Monitor and evaluate learning within the curriculum area in line with the school's monitoring cycle

Collate and analyse information relating to the standards achieved in the curriculum area

## ***Personal Development, Behaviour and Welfare***

The class teacher will:

Strive to live out the academy Mission Statement

Provide an excellent model of positive professional behaviour and self-discipline following the Academy Trust Code of Conduct

Promote the highest standards of behaviour for pupils

Ensure that all safeguarding policies and procedures are followed rigorously

## ***Communication***

The class teacher will:

Fully support the ethos and educational mission of the academy

Help maintain and further develop positive relationships with parents, Governors, local parishes and the wider community

Provide information and support to the Local Governing Body to enable it to meet its statutory responsibilities

This job description will be reviewed at least annually as part of your Performance Management programme.

The post-holder will be expected to operate under the current School Teachers Pay and Conditions of Service Document.

The Class Teacher will have access to a range of professional development activities and opportunities.



# Person Specification

ENGLISH MARTYRS’ CATHOLIC VOLUNTARY ACADEMY			
JOB TITLE:	CLASS TEACHER	GRADE :	MAIN SCALE
RESPONSIBLE TO:	HEADTEACHER		
Line management RE-SPONSIBLE FOR:	Curriculum subject area(not NQT)		
	Essential	Desirable	
QUALIFICATIONS	Qualified Teacher status (A, R)	Evidence of continuous INSET and commitment to further professional development (R, I)	
EXPERIENCE	Experience of working in more than one year group (R, A, I)  Working in partnership with parents (I)	Experience of delivering SATs in year 2 or 6 (R, A)  Experience of phonics screening (R, A)  Experience of teaching within EYFS (R, A)  Teaching within a catholic or faith school (R, A)	
KNOWLEDGE & UNDERSTANDING	Knowledge and understanding of the national curriculum and delivery of objectives (I, A, L)  Knowledge of assessment, recording and reporting of pupils’ progress (I, A)  Knowledge and working understanding of the statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEN and Child Protection (I, A, L)  Knowledge of childhood development (I, A, L)  Current education issues and developments (I, A)  Equal opportunities and inclusion issues (I, A)  Appropriate methods for managing pupil be-	Knowledge and experience of a range of teaching styles and strategies to meet the needs of a variety of pupils (I, A)  Knowledge of Catholicism (A, I)  The inspection framework for schools (A, I)  Effective strategies for school improvement (A, I)	
PROFESSIONAL SKILLS	Highly organised with excellent time-management skills (I, R)  Excellent communication skills (A, I, L, R)  Ability to effectively manage pupil discipline and be committed to a high level of pastoral care (R, L)  Highly proficient in the use of IT (A)  Able to interpret data (R, A)		
PERSONAL QUALITIES	A highly motivated, energetic and enthusiastic teacher who is approachable and promotes positive relationships (R, I)  Is a creative teacher who motivates and inspires children to do their very best (R, A, L, I)  Able to relate well to children and share their interests and enthusiasms (R, A, L, I)  Calm under pressure (I, R)		
A – Application, I – Interview, R – Reference, L – Lesson			

# Information for Applicants

## How to apply

A job description and person specification are available for download.

If you wish to apply, please download, complete and email your application form and associated forms to [vacancies@srsccmat.co.uk](mailto:vacancies@srsccmat.co.uk) by the closing date.

Please ensure that your application contains the following:

- A clear indication of the post for which you are applying
- Email addresses for all your referees
- **NB Should you be shortlisted, references will be taken up prior to interview**
- The completed separate Rehabilitation of Offenders Disclosure Form
- The completed separate Recruitment Monitoring Form

All CVs must be accompanied by a fully completed application form.

## Closing Date

Please ensure your application arrives before the closing date of **3rd December 2018**. We are now monitoring our recruitment advertising and would be grateful if you could fill in this question on page two of the application form, stating where you first learned of this vacancy.

## Interview

Interviews for the posts will take place as soon as possible after the closing date. Please assume that if you have not heard from me within two weeks of the closing date, that unfortunately on this occasion your application has not been successful.

## School Visit

The school warmly encourages applicants to visit their school. Please contact the school office to arrange an appointment.

**The Trust is committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment. Should you be shortlisted, references will be taken up prior to interview. The appointment will be made subject to an enhanced DBS check and other pre-employment checks.**

# Information for Applicants

## Saint Ralph Sherwin Catholic Multi-Academy Trust

On 1<sup>st</sup> September 2018, the Saint Ralph Sherwin Catholic Multi-Academy Trust brought all of the 25 Catholic schools located in Derby City, Derbyshire, Staffordshire and Stockport together in a partnership, to ensure the very best spiritual, social and academic experiences and outcomes for the young people in our schools. We will achieve this through working together to share what we do well and identify the areas where we can learn from each other. As a Catholic MAT, we will place the life, teachings and person of Jesus Christ at the centre of everything we do.

The Schools of the Saint Ralph Sherwin CMAT:

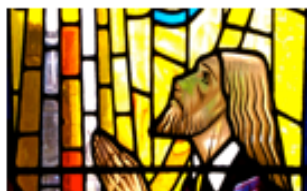
### Primary Schools

St John Fisher Catholic Voluntary Academy, Derby  
St Alban's Catholic Voluntary Academy, Derby  
St George's Catholic Voluntary Academy, Derby  
St Joseph's Catholic Primary School, Derby  
St Mary's Catholic Primary School, Derby  
Christ the King Catholic Voluntary Academy, Alfreton  
St Elizabeth's Catholic Voluntary Academy, Belper  
St Anne's Catholic Voluntary Academy, Buxton  
All Saints & Saint Margaret's Catholic Voluntary Academies, Glossop

St Mary's Catholic Voluntary Academy, Glossop  
St Charles's Catholic Voluntary Academy, Hadfield  
St Thomas Catholic Voluntary Academy, Ilkeston  
English Martyrs' Catholic Voluntary Academy, Long Eaton  
St Joseph's Catholic Voluntary Academy, Matlock  
St Mary's Catholic Voluntary Academy, New Mills  
St Edward's Catholic Voluntary Academy, Swadlincote  
The Priory Catholic Voluntary Academy, Eastwood  
Holy Rosary Catholic Voluntary Academy, Burton

### Secondary Schools

St Benedict Catholic Voluntary Academy  
St Thomas More Catholic School  
St Philip Howard Catholic School  
St John Houghton Catholic Voluntary Academy  
Blessed Robert Sutton Catholic Sports College



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