



Saint Cecilia's
Church of England School

"Glorifying God through outstanding, enjoyable education"



Saint Cecilia's

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Recruitment Information Booklet





Saint Cecilia's Recruitment Booklet

Dear Candidate,

On behalf of the Governing Body, I am delighted to enclose some information about the school. I hope you find it interesting and informative, and that you will seriously consider making an application if you meet the essential criteria outlined in the Person Specification.

Applicants are advised to study the Job Profile and Person Specification for the post very carefully as applications will only be considered if the essential criteria for selection are met in full.

Completed application forms should be returned to the HR Officer, Mrs Nicola Anthony-Jones by noon on the date specified in the advertisement. Our school address is Sutherland Grove, London, SW18 5JR.

The Governing Body is committed to the safeguarding of children so all staff appointments are subject to a satisfactory Enhanced DBS check and exempt from the provisions of the Rehabilitation of Offenders Act 1974.

Yours faithfully,

Niall Gallagher
Headteacher





Academic excellence within a caring, Christian community

Saint Cecilia's is a co-educational secondary academy school for children aged 11-18 years old, specialising in the teaching of Music and Mathematics.

We are a highly successful and well-respected school with a proven record of high academic standards taught in a caring, supportive and distinctly Christian environment. We currently have 750 pupils enrolled in Years 7-11 and approximately 200 students attending our thriving Sixth Form.

We continue to be one of the highest performing schools in the London Borough of Wandsworth. In 2017 our progress 8 score was +0.18 and post 16 VA was +0.30 which is well above average. Moreover, 88% of pupils achieved 9-4 grades in English and 83% in Maths GCSE. Thirty one per cent of A level were graded A* - A, and every year leavers gain places at prestigious Russell Group universities, including Oxbridge.

A dynamic place to work

We are a very inclusive, friendly and dynamic place to work. Our dedicated team of teachers and support staff have been instrumental in shaping the lives of the children enrolled here and the successes we have achieved as a learning community.

Career progression

As a member of staff at Saint Cecilia's, you will have access to learning initiatives and CPD opportunities which will help you grow and develop your skills throughout your time with us. We aim to constantly provide opportunities for staff to collaborate and share their expertise with others both in and outside of departments.

Saint Cecilia's was presented with the prestigious Investors in People Silver Award in 2014 which demonstrates our commitment to realising the potential and excellence of individuals who work for us.

We are also part of the Wandle Teaching School Alliance and a Secondary Beacon School for the London South West Maths Hub. This involves regular Maths 'Open Days' in which staff from other schools will come and observe best practice in this field.

We work collaboratively with a partner primary, secondary and special schools to innovate and develop good practice.



The school aims and ethos

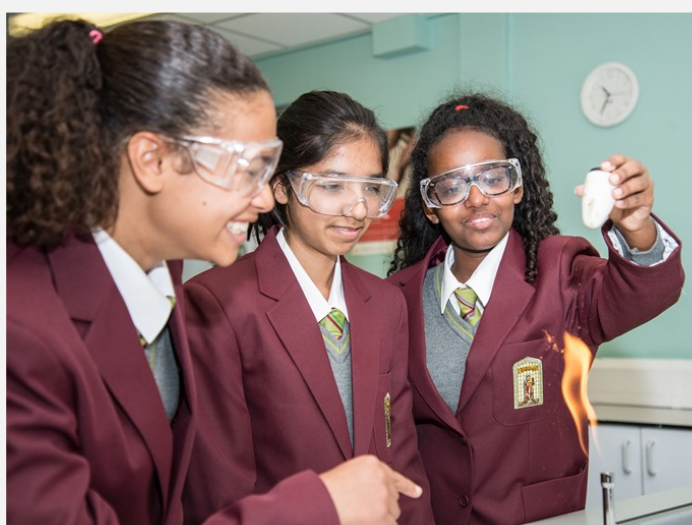
At Saint Cecilia's we believe that pupils should enjoy and learn from their everyday experiences, both in and out of school, valuing their school days as part of a process of lifelong learning. Fulfilment grows from a sense of personal achievement and pupils are given the opportunity to participate in a wide range of educational and recreational activities, including decision-making.

Teaching is organised to enable pupils to work individually as well as in groups, cooperatively and competitively. Assessment of pupils' work accentuates positive achievement and provides direction for future improvement.

As a Christian school, we are proud to declare that we exist to 'Glorify God through outstanding, enjoyable education'. We have collective worship at the end of every day and throughout the year we have parents' and staff prayer meetings in school. Key dates of the Christian calendar are celebrated by our Communion in the Community events. Pupils, sixth formers and staff visit local churches to learn more about them and to experience a Communion Service.

The school seeks to:

- ⇒ develop the whole child.
- ⇒ promote the highest standards of academic achievement, motivation and self-discipline in all pupils.
- ⇒ ensure high quality teaching and learning in all subjects and at all key stages.
- ⇒ encourage each individual child to develop her or his talents to the full.
- ⇒ ensure that everyone is treated equally and with respect.
- ⇒ develop in pupils an awareness and appreciation of spiritual, moral, social and cultural values and attitudes.
- ⇒ help pupils develop creative, lively and critically enquiring minds and the ability to question and discuss rationally.
- ⇒ promote an awareness of our place in, dependency on, and respect for the world environment.
- ⇒ promote the fundamental British values of democracy, the rule of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs.



GCSE and A level Results 2017

A level:

A*-A 31%
A*-B 60%
A*-C 84%

GCSE:

9-4 English: 88%
9-4 Maths: 83%
9-4 English and Maths: 80%
EBacc: 39%
Attainment 8 52.4



Main school curriculum

Key Stage 3 (Years 7 - 9)

Pupils have lessons in all National Curriculum subjects: Music, English, Mathematics, Science Physical Education, History, Drama, Geography, Art, Design and Technology and PSHE plus Religious Studies. One Modern Foreign Language (French or Spanish) is taught in Years 7, 8 and 9. Homework is set regularly in each subject and parents can monitor their child's private study via the 'Show My Homework' website. At the end of Year 9, pupils select their GCSE choices.

Key Stage 4 (Years 10 - 11)

Pupils are encouraged to study a range of subjects within a broad and balanced curriculum at Key Stage 4. All pupils will follow a compulsory core of subjects: English, Mathematics, Science (Double/Triple), Physical Education and Religious Studies.

Pupils then choose from an exciting range of optional GCSE subjects, including: Art, Business Studies, Computing, Extra English/Maths, French, Geography, History, Music, Physical Education, Spanish and Textiles.



Provision for High Attaining pupils and pupils with Special Educational Needs

National expectations for the high attainers are that they achieve at least grades 6-9 (B grade equivalent) in all subjects at GCSE. However, at Saint Cecilia's it is expected that these pupils achieve at least 7-9 grades (A equivalent) in all subjects. Those who are identified as the High Attaining pupils (based on KS2 test results) are given further challenge in lessons, through differentiated work, higher order questioning or more independent tasks. All pupils in school are also provided with challenging and thought-provoking lessons and activities to give them the opportunity to develop their academic strengths.

Pupils who display a particular strength within a subject area are also identified by departments as being more able. Pupils may be added or removed from these lists throughout the year. Teachers provide for these pupils through further challenge in lessons and may provide additional experiences outside of lessons, with visits and trips to places of interest to help pupils develop their passion and academic strengths in the subject.

All pupils in school are provided with challenging and thought-provoking lessons and activities.

We offer a range of provision to support children with communication and interaction, cognition and learning difficulties, social or health problems or

sensory or physical needs. Pupils are screened at the beginning of Year 7 and staff have access to measures of attainment such as their Key Stage 2 National Curriculum Test scores. All this information will be used to determine whether a child has special educational needs and the support that is needed, whether this is in class or through additional support outside the classroom. Progress continues to be monitored and tracked during their time at Saint Cecilia's. The 'Bethany Centre' in school also provides pupils with one-to-one support and strategies to resolve any learning barriers.



Extra curricular clubs, trips and sports

Pupils are offered a wide range of after school clubs (please see provisional list at the back of this booklet). Regular educational trips take place in the UK and abroad and include trips to West End theatres and London museums, Spain, Austria, Italy, Germany, Poland and France. Pupils are also encouraged to take the Duke of Edinburgh Award and the school has many links with top universities to provide pupils with a first-hand experience of higher education. The music department organises a yearly music tour abroad - this year the pupils will spend four days in Tuscany, Italy.

The school has strong rugby, netball, athletics and football teams which successfully take part in weekly local and regional competitions, including a Malta Rally, a unique



multi-sporting event for schools from across Europe. Our 1st XV rugby reached the semi-finals of the under 18s Surrey Schools Rugby Cup in 2017. Our netball teams have won a number of trophies and the athletics team have just successfully represented the borough at the prestigious London Youth Games, winning first place at Shot Put and second place at Long Jump. We also have strong links with the Wimbledon Tennis Championships and each year, a number of pupils are selected as ball boys or girls during the summer tournament.



The House system embodies the school's ethos and values. The five Houses (Schubert, Archimedes, Ives, Newton and Turing) regularly take part in sporting, volunteering and other events, including an annual charity run in Wimbledon Park.

The School Day

The school day starts at 8.50am. Pupils in Years 7-11 have a short break of 20 minutes and a 40 minute lunch break every day.

Lessons are divided into five periods of one hour. The school day ends with an assembly or mentor meeting. Pupils are expected to attend at least two extra-curricular, enrichment or revision clubs per week. In order to gain maximum curriculum flexibility, the school adopts a two-week timetable. The two weeks within the ten-day cycle are called Week A and Week B.



Monday - Friday			
Years 7, 8 and 12		Years 9, 10, 11 and 13	
8.50-9.50	Period 1	8.50-9.50	Period 1
9.50-10.10	Break (20 mins)	9.50-10.50	Period 2
10.10-11.10	Period 2	10.50-11.10	Break (20 mins)
11.10-12.10	Period 3	11.10-12.10	Period 3
12.10-12.50	Lunch (40 mins)	12.10-13.10	Period 4
12.50-13.50	Period 4	13.10-13.50	Lunch (40 mins)
13.50-14.50	Period 5	13.50-14.50	Period 5
14.50-15.10	Assembly/Mentor	14.50-15.10	Assembly/Mentor
15.10 onwards	Extra-curricular	15.10 onwards	Extra-curricular



Private Study (homework)

Teachers set private study for pupils on a regular basis. Saint Cecilia's uses 'Show My Homework' for pupils' private study, a simple 24/7 online homework calendar showing homework information, deadlines and resources for pupils.

Parents/carers can review submission times and monitor homework.

Communication with parents/carers

At Saint Cecilia's we pay particular importance to contact with parents/carers. School reports are sent via post to parents/carers three times a year.

Parents' evenings take place once a year for each year group. Mentors are the first point of contact for parents/carers and they are welcome to meet/email them with any queries.

Our specialisms

As a specialist Music and Mathematics school, provision for talented musicians and mathematicians is outstanding. Every year, both departments consistently achieve excellent examination results at GCSE and A level. Saint Cecilia's is also a Secondary Beacon School for the London South West Maths Hub and regularly showcases the Maths Mastery style of teaching. This also involves regular Maths 'Open Days' in which staff from other schools will come and observe best practice in this field.



The school's unique combination of Music and Mathematics specialisms within a caring Christian community gives pupils the best opportunities to succeed both academically and socially, supporting all areas of the curriculum.



Behaviour and Pastoral Care

At Saint Cecilia's, we seek to maintain a clear set of appropriate and robust boundaries and encourage all pupils to behave in an appropriate way, according to biblical values, in order to facilitate learning and help pupils develop spiritually, morally, socially and culturally.

To facilitate effective learning and ensure high achievement we seek to:

- ⇒ Establish clear boundaries, ensuring good order within a safe and secure environment.
- ⇒ Develop good relationships that promote respect, worth and belonging.
- ⇒ Provide constructive feedback to pupils and students in relation to learning and conduct and provide a 'way back' if things go wrong.

We have an online system, called 'Behaviour Watch' which allows teachers and support staff to record pupils' positive and negative behaviours in school.

Parents/carers receive weekly updates via email which allow them to support us in ensuring good behaviour is rewarded and inappropriate or poor behaviour is corrected promptly.

**"Strong links with external partners and outstanding pastoral care mean that the school is highly responsive to meeting the needs of all students within its care."
OfSTED**

The strong pastoral system at Saint Cecilia's ensures that pupils have as few barriers to learning as possible. Mentors play a crucial role in the social and academic development of each child.

Mentors are encouraged to develop a close and trusting relationship with pupils and their parents, acting as the first point of contact wherever possible. Mentor groups meet regularly and take part in assemblies and trips.

Bullying is completely against our Christian ethos and will not be tolerated at Saint Cecilia's.

- Pupils are encouraged to identify and report any concerns to a member of staff. There is also an anti-bullying box in the Chapel which is emptied daily.
- Incidents are investigated and, where appropriate, acted upon. Records are kept up to date to help identify those involved.



Our 'Bethany Centre' accommodates all aspects of support and inclusion ensuring we meet the needs of all pupils including those with Special Education Needs, those who speak English as an additional language and those with personal struggles such as bereavement. We also have a school Chapel which is open at all times and our school Chaplain organises regular opportunities for prayer.



Drop Everything and Read

Since October 2016, Saint Cecilia's has been taking part in the 'Drop Everything and Read' initiative.

At random times throughout the academic year, a tannoy announcement asks pupils, staff and sixth formers to stop what they are doing, get out a reading book and read for 15 minutes. At Saint Cecilia's we have a wide enthusiasm for reading and for encouraging pupils to read more.



Accelerated Reader

Every child in Year 7 is registered onto the 'Accelerated Reader' system. This computer package allows us to track pupil reading ages and help them to improve their literacy skills. Studies show that regular readers progress more quickly in every subject at school so we encourage pupils to read for pleasure and to read regularly.

Children in Year 7 are given a username and password and shown how to access 'Accelerated Reader' on the school computers so that they can check that they are reading at the right level, choose books that will help to stretch their reading ability and complete quizzes on the books that they have read. Every time they complete a book quiz, the system records how many words were in the book and keeps a tally of the number of words that they have read in total. Once a child has read one million words, they receive a prize and house points, plus a special 'Word Millionaire' badge to wear on their blazer.

Our Library

The Library is a calm and focused environment where children read for pleasure and study.

We have an excellent range of fiction, from the classics to the latest best-selling novels, and our non-fiction collection covers curriculum subjects and topics of general interest.

All children are automatically members, and Year 7 groups attend an induction session in September where they learn what we offer and what we expect. This includes using their card to borrow books and searching the catalogue for resources or seeing when their books are due for return.

Throughout the year, diverse activities take place to help foster enjoyment of reading: book clubs, creative writing, support, sponsored reading for charity and author talks. Visits with mentor groups and English classes at Key Stage 3 ensure children engage with books in pleasant surroundings with experienced librarians on hand. We provide a space for children to practise social responsibility and inter-personal skills; older Key Stage 3 pupils become Pupil Librarians, and Duke of Edinburgh Award candidates volunteer with us.





University Destinations

Every year, a high percentage of our students secure places at prestigious Russell Group universities, including Oxford and Cambridge. Below is a sample of some of our leavers' destinations:

Birmingham:	Electrical Engineering
Birmingham:	Geography
Birmingham:	Music
Birmingham:	Psychology
Bristol:	Law
Bristol:	Music
Cambridge:	Education with English and Drama
Cambridge:	Engineering
Cambridge:	Land Economy
Cambridge:	Mathematics
Durham:	Modern Languages
Durham:	Philosophy
East Anglia:	Meteorology and Oceanography
Exeter:	Drama
Exeter:	English and Drama
Exeter:	International Relations and Modern Languages
Exeter:	Law
Exeter:	Mathematical Sciences
Imperial College:	Medicine
King's College London:	Biomedical Science
Bristol:	Economics and Finance
LAMDA:	Stage Management and Technical Theatre
Leeds:	International History and Politics
Liverpool:	Medicinal Chemistry with Pharmacology
Liverpool:	Law with Philosophy
London College of Music:	Music (Popular Music)

LSE	Mathematics with Economics
Manchester:	English Literature
Manchester:	Geography
Manchester:	Sociology
Newcastle:	Civil Engineering
Nottingham:	Computer Science
Nottingham:	Medical Physiology and Therapeutics
Nottingham:	Neuroscience
Oxford:	English
Oxford:	Geography/International Relations
Oxford:	Law
Queen Mary London:	Aerospace Engineering
Queen Mary London:	Biomedical Science
Royal Academy of Music:	Music
Sheffield:	History and Politics
Sheffield:	Music
Sheffield:	International Relations and Politics
SOAS:	International Management
Southampton:	Physiotherapy
St Andrews:	Computer Science
Birmingham:	History
St George's:	Medicine
University of Prague:	Medicine
University of Sheffield:	Dentistry
Warwick:	Ancient History and Classical Archaeology
York:	Film and Television Production



Extra-Curricular Activities

Example only

Every term, pupils are offered a wide range of diverse extra-curricular clubs. Attendance to at least two extra-curricular clubs per week is compulsory and all pupils are encouraged to find something of interest. Below is a sample of activities on offer this Autumn term:

	Time	Club	Year
Monday	15.10-16.10	Computer Games club	Years 7, 8 and 9
	15.10-16.00	Private Study Club	All years
	15.10-15.45	Maths Numeracy Club	Years 8, 9, 10 and 11
Tuesday	15.20-16.15	Concert Band	All years
	16.15-16.45	Jazz Band	All years
	15.15-16.00	String Group	All years
	15.10-16.30	Netball Academy	Years 7, 8 and 9
	15.10-16.45	Rugby Academy	All years
	15.10-16.00	Private Study Club	All years
	15.10-15.45	Maths Numeracy Club	Years 7, 8, 9 and 10
Wednesday	8.00-8.30	GCSE PE intervention	Year 11
	15.15-16.15	Choir	All years
	15.30-16.15	Christian Union Club	All years
	15.15-15.45	Word Games	All years
	15.15-15.45	Book Clubs/Reading Clubs	Years 7, 8 and 9
	15.15-16.00	Science Club	Year 7
	15.15-16.15	GCSE Spanish	Years 11, 12 and 13
	15.15-16.15	Basketball Club	Years 9, 10 and 11
	15.10-16.45	1st XV rugby	Rugby team
	15.10-16.45	Trampolining	Years 10 and 11
	15.15-16.15	Languages and Cultures Club	All years
	15.15-15.45	Debate Club	Years 9, 10, 11, 13
	15.20-15.50	GCSE Music catch-up	Years 10 and 11
	15.10-16.00	Private Study Club	All years
	15.10-15.45	Maths Numeracy Club	Years 9, 10 and 11
Thursday	8.00-8.30	GCSE PE intervention	Year 11
	15.10-15.45	Badminton	Years 10 and 11
	15.15-16.15	Musical Theatre Club	Years 9 - 13
	15.15-16.15	Chess Club	All years
	15.10-15.45	Basketball	Years 7 and 8
	15.15-16.00	Anime and Manga Club	All years
	15.15-16.00	Italian Club	All years
	15.15-16.00	Art Club	Years 7, 8 and 9
	15.20-16.00	Astronomy Club	Years 9 and 10
	15.10-16.45	Netball Academy	Years 10, 11 and Senior
	15.10-16.00	Private Study Club	All years
Friday	15.10-16.10	Fitness Club	All years
	15.15-16.00	Book to Film Club	All years
	15.10-15.45	HIIT Fitness	All years
	15.10-16.00	Private Study Club	All years



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