

St Matthew's RC High School



Application Pack

Director of Learning for RE

Salary: L11-L15 (£50,476 - £55,600)

St Matthew's RC High School are seeking to appoint a dynamic, diligent and enthusiastic individual who is relentless in the pursuit of pupil progress throughout KS3 and KS4, and in securing strong outcomes at GCSE. The successful candidate will have the leadership skills needed to bring the best out in their staff, providing motivation, challenge and support as needed. The successful applicant will lead and manage an enthusiastic and committed team of teachers. They will facilitate the on-going development of teaching and learning in RE, which will promote the highest possible standards of achievement. As a Director of Learning, on the leadership pay scale, the successful candidate will contribute on a wider scale to improving all outcomes across the school.

Thank you for your interest in the position of **Director of Learning for RE** at St Matthew's. We hope you find this information pack useful in gaining an insight into who we are, who we are looking for and the specifics of the job role you are applying for. Please also visit our website (www.smrchs.com) for more information, and follow us on twitter @smrchs. If you have any questions about the role, please direct these to Mrs Anna Espley, PA to the Headteacher in the first instance, through contact@smrchs.com or by calling us on 0161 681 6178.

Our School

St Matthew's has a strong reputation for its welcoming and supportive environment. On visiting the school, our overwhelming feedback from interview candidates and potential new staff is the sense of community and belonging, and the warm welcome extended to them by all pupils and staff.

St Matthew's is a diverse and energetic comprehensive school, with approximately 1200 pupils forming our school community. We have strong, long standing links with all our partner primary schools and sixth form colleges, which allows us to work well in supporting our pupils through key transitional points in their education.

As a Catholic school, we place Christ at the heart of all we do, and encourage of staff and pupils to be ambassadors of Christ. Through this, we are able to offer new staff the opportunity to join our St Matthew's family, where we all value and support each other, recognising good in all that others do.

Our Catholic Ethos

St Matthew's RC High School is dedicated to promoting a distinctive Catholic ethos by upholding the teachings of the Catholic Church. This means that everything we aim to achieve will be based on the teachings and practice of the Catholic Church.

Our motto is "Quaerite primum regnum dei" - "Seek first the Kingdom of God" - and our aim is to achieve this motto in our school life. We are committed to developing the full potential of every individual, regardless of culture, race, religion, disability, or special need by creating a safe, orderly environment where all members of the community work diligently in a spirit of co-operation and treat each other with courtesy and respect at all times.

Our ethos is very important to all members of our Community. We have religious assemblies, acts of worship in classrooms, Masses on feast days and other services throughout the year. All pupils follow RE at KS3 and KS4 all pupils take GCSE RE. Furthermore, we believe that the school is a place where we live out our Christianity on a day-to-day basis, making sure that each member of our Community is respected and appreciated.

The school is a member of the Manchester Catholic Education Partnership (MANCEP) and so has strong curriculum and pastoral links with the other Manchester Catholic High schools and Sixth form colleges. There is a joint training day each year. We also have very strong links with other schools across Greater Manchester.

Our staff

Our staff, both teaching and non-teaching, are extremely professional, hardworking and very supportive of each other. There is a good balance of staff who have worked for many years at the school and others who have joined us more recently. Staff are actively encouraged to maintain a healthy work / life balance. A notable feature of the school is the number of former pupils who are now members of staff.

We have a strong programme of training and development for all staff which is based both school development needs as well as personal ones.

St Matthew's is committed to improving staff at all stages of their career development, by providing not only the CPD, but support, coaching and opportunities that are more personalised, supporting each individual's needs and ambitions.

At St Matthew's, we provide opportunities for staff to take on additional roles and responsibilities within their subject areas. We also offer opportunities for staff to shadow current TLR post holders, in order to provide exposure to duties and tasks required of the role, providing staff with experience to support ongoing career development.

Our Facilities

Our modern school buildings and facilities work well to provide an inspiring and purposeful teaching and learning environment, supporting our pupil's development during the school day and beyond. The majority of departments have their own resources base, for staff to meet or use as work space. We recently enhanced our sports facilities by investing in a state of the art 4G all-purpose AstroTurf pitch, used by our students and sports teams, as well as the local community.

September 2017 saw major developments to our school campus. We have a new building on site providing 12 additional classrooms, reconfigurations to provide additional classrooms in MFL, new labs in RE and changes to Art classrooms, as well as an extension to our dining room providing space for an additional 150 students to use during social times.

The RE Department

This post provides an opportunity for the successful candidate to lead the continued development of a key core department. The RE department is a well-established, committed and supportive department who make a significant contribution to the wider life of the school.

Currently pupils in Key Stage 3 are taught in mixed ability colour groups. In Year 7 and 8 there has been a bespoke scheme of work created which is informed by both the KS3 national curriculum and the new KS4 syllabus. Pupils in Year 7 and 8 are taught Religious Education, Personal, Social and Health education (PSHE) and Citizenship. In RE lessons pupils follow the new Salford Diocesan Guidelines. In PSHE pupils study the Scottish Catholic Education course 'Called to Love'. Citizenship lessons are taught in accordance with the National Curriculum. It covers the following topics:

Year 7	Year 8
Community	Wider Community
Judaism	Islam
The Bible	Church and Vocation
Emotional Personal Relationships & Economic Wellbeing	Sacraments
Church	Emotional Personal Relationships & My Safety
Worship	Pilgrimage

In addition to these topics pupils will be encouraged to observe the liturgical year with special lessons and services.

At Key Stage 4 the department currently follows Eduquas Route B. GCSE RE serves the purposes of Catholic Religious Education, which is subject to the authority of the Church and meets the requirements of the Bishop's Conference Religious Education Curriculum Directory (RECD). All pupils sit GCSE RE at KS4.

Pupils sit 3 exams in GCSE RE.

1. Foundational Catholic Theology
2. Applied Catholic Theology
3. Judaism

The department has a dedicated floor of our main school building with 6 classrooms, each well equipped with interactive whiteboards, music and video facilities. We also have a Chapel located on the ground floor providing a peaceful and welcoming atmosphere which is used throughout the liturgical year.

The department are at the forefront of the catholic life of our school, coordinating collective worship on a daily basis and on key events during the liturgical calendar. The department facilitate a chaplaincy group and also work in partnership with our partner primary schools.

Inspection Reports

OFSTED Report (Section 5)

We were last inspected in November 2017.

The following strengths were identified:

Safeguarding is effective and pupils feel safe.

The school's overall attendance figure has improved since the last inspection and is in line with the national average.

Year 7 pupils say that their transition from primary school has been managed well.

Pupils' social, moral, spiritual and cultural education is a strength of the school.

To make rapid and sustainable progress, we are working in partnership with St Patrick's RC High School, Salford. They are an outstanding, national teaching school, with a proven track record of supporting schools. We are excited about the journey we have embarked on, and are committed to working proactively and dynamically, to embed sustainable and fruitful strategies and policies to improve outcomes for all of our young people.

Diocese of Salford Report (Section 48)

In June 2016, Salford Diocese inspected St Matthew's. The full report can be found on our website. Overall effectiveness was judged to be Good, as was the quality of Catholic Leadership.

"Prayer is at the heart of this school community"

"The witness to Christian values is clearly articulated by staff and pupils, who are proud to belong to the community of St Matthew's"

"Strong and visionary leadership at all levels ensures the school's mission as a Catholic school is made known to all"

“Pupils show respect for each other and undertake frequent acts of compassion and kindness to others”

“Pastoral care is outstanding, a strength, and the school's mission statement identifies “care” as one of the core values”

“Pupils spoke of the care and support shown by adults and other pupils at the school that are clearly based on Gospel values”

“Parents are clearly welcomed and involved in school life”

Your Application

You are asked to complete the enclosed teacher application form which you can also download from the CES website

<http://www.catholiceducation.org.uk/employment-documents/application-forms>

You should include the names of referees as stated on the application form, one of whom must be your **current** or most recent employer (or university tutor for candidates still completing their training).

The completed application should be returned to us either by post or email contact@smrchs.com by **Thursday 26th April 2018**.

Interviews to take place W/C Monday 30th April 2018.

Director of Learning for RE

Salary: L11-15 (£49,976 - £55,048)

Start: September 2018

The job description below gives an insight into the responsibilities of the post of Director of Learning for RE, and while this is not an exhaustive list, it should allow candidates to have an understanding of what this role entails, and for what the successful candidate will be held accountable for. The person specification provides an indication of the skills and experience that we are seeking for our Director for Learning for RE. We are interested in candidates with a proven track record demonstrating their ability to improve rates of progress and outcomes in RE.

Job Description

The Role

To provide professional leadership, direction and management for the RE department in order to secure high quality teaching, the effective use of resources and improved standards of learning and achievement for all pupils.

Key Responsibilities

- To dynamically lead teaching and learning in RE, ensuring teaching and learning that is consistently good, moving sustainably to outstanding.
- To support the daily operations of the department, developing and managing leading the RE curriculum, the implementation of policy decision, and the organisation of appropriate lessons for all learners.
- To play a full and active role in all quality assurance processes, implementing and reviewing strategic plans for department development and growth.
- To have an overview of Social, Moral, Cultural and Spiritual aspects of learning across the school and liaise with other relevant staff as appropriate
- To plan and promote a range of events and activities to ensure a rich SMSC curriculum is delivered.
- To have a significant involvement in Section 48 inspections.
- To take a pivotal role in the catholic life of the school.

Main Responsibilities

Learning and Teaching

- To consistently deliver good/outstanding lessons and support others to do the same.
- To secure and sustain a positive climate of pupils' learning and behaviour in the department.
- Ensure that detailed schemes of work and lesson planning procedures are in place which meet the requirements of the curriculum, provide appropriate challenge and are differentiated to meet the needs of all students, including disadvantaged pupils, SEND and the more able.
- To provide guidance on the choice of appropriate teaching and learning strategies to meet the needs of all pupils.

We Pray, We Care, We Achieve

- To evaluate the teaching within the curriculum area, identify effective practice and areas for improvement and take appropriate action to further improve the quality of teaching.
- To work with the department to implement a clear set of principles to ensure there is accurate monitoring and reporting of pupil progress and highly effective marking and feedback provided to all pupils.
- To prepare pupils for public examinations and to participate in all necessary routines associated with them, whether authorised by the school or the examination boards.
- To coach/ mentor staff within the RE departments to improve teaching and learning.

Leadership

- To create a climate within the department and the wider school which enables staff to develop, challenge and support each other, resulting in improved teaching and learning.
- To participate in an effective quality assurance programme which informs departments and whole school self-evaluation processes and identifies priorities for improvement.
- To lead the professional development of RE staff and liaise with appropriate colleagues to co-ordinate the provision of high quality professional development
- To delegate tasks and devolve responsibilities as appropriate, evaluating practice and developing a shared sense of accountability.
- To ensure through robust line management that whole school strategies for literacy and numeracy, and for DP/SEND/MA pupils are consistently followed by all staff.
- To conduct appraisals in accordance with the school Teacher Appraisal Policy and use the process to develop their professional effectiveness.

Accountability

- Specific responsibility for the delivery of and outcomes in RE
- Secure continuous improvement and development in every area of RE including teaching and learning, raising standards and producing the highest levels of pupil achievement to ensure pupil targets are met or exceeded
- Manage the department budget and resources effectively and efficiently
- Effectively lead, manage and deploy teaching and support staff within RE to ensure the highest pupil outcomes
- Continuously raise standards of student attainment through a rigorous schedule of assessment, tracking and intervention so that underachievement is identified early and redressed through precise, effective intervention

Wider school responsibilities

- Support the school's aims and objectives, take a full part in the liturgy and prayer life of the school and play a major role in the development of the school's Catholic ethos and fulfilment of the School Mission Statement.
- Fulfil any other reasonable duties requested by the Headteacher

Person Specification.

The person appointed will:

- Be a practising catholic, who is fully supportive of the Catholic ethos of the school;
- Hold a suitable degree and UK recognised teaching qualification;
- Have a passion for teaching and learning within RE;
- Demonstrate understanding of current teaching and learning issues;
- Demonstrate understanding of the wider role that RE has within the curriculum;
- Demonstrate understanding of the role RE plays in the delivery of the Mission of a Catholic School
- Demonstrate a commitment to the wellbeing and safeguarding of young people
- Demonstrate experience of raising attainment in a challenging classroom environment
- Demonstrate experience of reflecting on and improving teaching practice to increase pupil achievement
- Demonstrate evidence of continually improving the teaching and learning of their subject through schemes of work and extra-curricular activities.
- Demonstrate personal impact at a departmental or whole school level
- Demonstrate experience of leading and supporting staff, both on a day to day basis and in their CPD.
- Demonstrate well developed interpersonal skills.

Possess good skills in:

- Communication both one to one and with large groups;
- Organisation;
- Time management;
- Interpersonal relationships
- Use of IT / Technology