



St Saviour's & St Olave's School

An 11-18 Church of England Girls' School

HEADTEACHER: CATHERINE MAY BSc (HONS) MBA

New Kent Road, London SE1 4AN Tel: 020 7407 1843

email: office@ssso.southwark.sch.uk

May 2021

Dear applicant,

Thank you very much for your interest in this very important role in our school. We are seeking to appoint an Assistant Headteacher following the retirement of a long-serving colleague.

The past year has presented us with many challenges, and in each one we have found opportunity. We have focussed all of our efforts on supporting our school community to navigate these times successfully. Now is the time to take all that we have learned into the future, embracing new found ways of working within our traditional values, whilst maintaining the highest expectations and standards.

I welcome applicants who want to join us on the journey, who have skills to bring and want to learn with us as we strive for excellence. Included in the pack is a job description and a person specification. Please address these in your supporting statement.

Should you wish to, visits in person are welcome and will be accommodated on Friday 21st May. Please contact my PA, Emma Over at ever@ssso.southwark.sch.uk to arrange this.

I wish you well with this application and appreciate the time and effort you will put into it.

Yours sincerely,

Catherine May
Headteacher



FAITH UNITY
AND VISION
woodard
schools

LONDON SCHOOLS
GOLD CLUB
Member 2014-2015



nace
National Association for
New Children in Education
Challenge Award
FOR EXCELLENCE IN PROVISION FOR
ABLE, GIFTED & TALENTED PUPILS
NACE RE-ACCREDITED SCHOOL DECEMBER 2014

Specialist Schools and Academies Trust
Cultural Diversity
Quality Standard





May 2021

You will find much more information available online about our school, but a very brief overview is included here.

St Saviour's and St Olave's is a popular and oversubscribed Church of England comprehensive girls' school in the London borough of Southwark. The school has interesting roots going back to 1562 under the Charter of Elizabeth I. Every member of the community is valued and there are high expectations of all and from all. The ethos of the school is built on Christian principles; care and support; challenge with academic rigour and excellent relationships throughout the whole school community. Students have said that they feel safe and appreciate having a voice in the school. The school is an oasis for staff and students in the middle of inner London. We are an inclusive multi-cultural school welcoming students of all faiths and none. We describe our ethos in five words; compassionate, reflective, inclusive, supportive and transformative.

In 'normal' times, the school has taken full advantage of a host of world class educational and cultural opportunities. We have been recognised as providing outstanding enrichment involving a wide range of activities and including every member of staff and all students. Activities would include field study courses, school journeys at home and abroad, theatre and gallery visits. Music flourishes and there have been opportunities for participation in, for example, Japanese, drama, basketball, rowing, dance and in the work of the chaplaincy as well as homework clubs in every subject area. A contribution to the extra-curricular life of the school is expected from all staff.

There are 751 students including 132 in our sixth form. Student data shows that 35% of year 7 – 11 students qualify for pupil premium. Over 50 different home languages are spoken and 13% are on the SEN register. Most teaching is done in mixed ability groups, although there is some setting in English, Maths, Science and MFL. In years 10 and 11 all students follow a broad common core with additional "option" subjects. A broad range of subjects are offered in the sixth form to enable students to follow their own personalised timetable.

If you decide you would like to join us, I look forward to receiving your application.

Catherine May
Headteacher



The Aims of St Saviour's & St Olave's School

The school motto encapsulates the aims of the school as our mission statement:

**HEIRS OF THE PAST
CHILDREN OF THE PRESENT
MAKERS OF THE FUTURE**

Within these three elements, our ethos as an Anglican school is evident.

Heirs of the Past

We are a school that is underpinned by faith in God and grounded in our Christian values. We are **reflective** about our history, as a school and as part of the local and Anglican communities. We aim to ensure that every student builds positively upon the strong foundations established by those who founded the school and have led it since. Our school has always been an **inclusive** school, where everyone has the right to equality of opportunity whatever their ethnic, cultural, religious or socio-economic background. The heritage and rich tradition of the school gives a shared cultural and historical identity to all and a context in the community. It has always sought to give roots and stability to the girls who learn here – we work and learn together.

Children of the Present

We are secure in the belief that all are all made in the image of God, so that all are valued and important. Our school is **supportive** to the members of the community, working and learning in a spirit of collaboration and trust. We recognise the importance of support for the whole child: educationally, pastorally, and spiritually, and provide time and resources to prioritise this. The emphasis on **compassion**, love and forgiveness is evident within the school community, as well as the outreach to those locally, nationally and beyond.

Makers of the Future

We aim to engender a continuous desire to know and understand through the enjoyment of learning. We continue to foster an attitude of reflection on educational, spiritual and moral values that students can take forward in their lives. These characteristics help ensure the school is **transformative** for those who study here. As students reflect on the past, process the present and continue into the future, our desire is for them to be equipped with the character and skills needed for them to contribute positively and responsibly to society, realising their God given potential.



St. Saviour's & St. Olave's Employee Benefits

At St Saviour's and St Olave's we recognise that whilst working in a school is hugely rewarding, it can also be quite challenging. We therefore prioritise staff wellbeing, ensure all staff are given the opportunity to develop and value our staff by providing them with appropriate recognition and reward for their contribution to the life of the school. We believe this has advantages for our students because it also promotes their welfare and enables them to benefit from a high quality of education delivered by staff that feel valued and supported. There are a number of benefits made in addition to salary payments to support staff wellbeing and staff development. These include:

A strong commitment to providing high quality continued professional development. We take a positive view towards staff who want to develop professionally. The support we provide includes contributions towards fees for approved qualifications such as Masters Degrees – up to £1,000 or 50% of the cost of the course (whichever is the lower) per year for a maximum of 2 years, provided the course undertaken is relevant to the staff member's work at the School or will enable the staff member to make further valuable contributions towards their work at the School. We also offer excellent internal training delivered by our leading practitioners, we offer a one year SLT secondment programme aimed at middle leaders and our SSAT accreditation enables us to deliver the SSAT National Award for Middle Leaders (NAML) programme in house. Wherever possible we will support applications for external courses relevant to the role.

Employee Assistance Programme gives access to the EAP which provides specialist support on a wide range of work-life issues, legal and financial guidance and debt counselling. The programme also provides access to a specialist team of counsellors and advisors offering emotional support and counselling.

Travel loans – an interest-free loan of up to £5,000 to purchase an Annual Season Ticket.

Childcare Vouchers and Bike-to-work Salary Sacrifice schemes.

Introduction Fee – permanent staff who introduce an individual to the School may be eligible for an introduction fee of £500 if the individual secures a permanent employment contract, remains employed by the School for a minimum of 4 terms and has a successful Performance Management cycle.

Provision of laptops to enable staff to work from home efficiently.

Provision of annual flu vaccination free for all staff.

Catering and refreshments

This includes:

- Catering before evening events e.g. Parents' evenings.
- Free refreshments and lunches on INSET days and End of Term buffets.
- Subsidised lunches during the term time.
- Free tea, coffee and milk provided in the staff room.

We constantly seek to enhance our provision of benefits and welcome any additional suggestions from staff.

Senior Leadership Team Responsibilities 2020/2021

	Business & Staff		Curriculum & Data		T&L & Inclusion	
	Head *	School Business Manager	Deputy Head *	Assistant Head *	Deputy Head *	Assistant Head*
Strategic Leadership	Vision Values Ethos Leadership development	Finance HR Premises	Data and assessment (KS4/5 oversight) Monitoring and evaluation cycle Sixth form strategy	Curriculum and timetable	T&L Inclusion (KS3 oversight) SDP	CPD Staff Induction
Operational Leadership	SMG/SLT Staffing Reporting to governors	Staff attendance Budget H&S Contracts	Day to day school management Exclusions Partnerships Ofsted	Admissions Assemblies	Day to day school management Attendance Behaviour systems Careers SIAMS	Appraisal Diary management
Curriculum	DH x2		Science RS Creative Arts DT AH	Geography History Social Sciences PSHCE English & Media	MFL SEND H&SC AH	Maths IT PE
Pastoral			Year 10 & sixth form	Year 7	Year 8 & 9	Year 11
Support Staff	SBM HT PA	Admin Premises Manager Finance Assistant Cover officer Media Resources Officer	Data & SIMS manager	Chaplain	Inclusion officers x5 Dramatherapist	Librarian
Other Responsibilities and partnerships	SSLP Co Director Schools Forum LA rep on high needs Governor (Jersey) Dyers Woodard Development of PE space		SSLP link PiXL Chartered Surveyors	BTec Quality nominee Church primary school link	Managed Moves Coutts Merchant Taylors Safer Schools Officer	Parents and friends Fair Access Panel St. Olave's
Governors committee	All	Resources Personnel	Curriculum Resources	Curriculum Admissions	Curriculum Resources	Resources

* Designated safeguarding team

Senior Leadership Team Responsibilities 2019/2020

	Head	Deputy	Deputy	Assistant Head	Assistant Head	Assistant Head	School Business Manager
Strategic Leadership	Vision Values Ethos Leadership development	Data and assessment (KS4/5 oversight) Monitoring and evaluation cycle	T&L Inclusion (KS3 oversight)	Student voice Sixth form strategy	Curriculum and timetable	CPD Staff Induction	Finance HR Premises
Operational Leadership	SMG/SLT Staffing Reporting to governors	Day to day school management Exclusions Partnerships Ofsted	Day to day school management Attendance Behaviour systems Careers SIAMS SDP	In school events School calendar	Admissions	Appraisal Diary management	Staff attendance Budget H&S Contracts
Curriculum Line Management	DH x2 AH x3	Science RS Creative Arts DT	MFL SEND H&SC	English & Media PE	Geography History Social Sciences PSHCE	Maths IT	
Pastoral Line Management		Year 11 DoL	Year 8 & 9 Dols	Sixth Form DoL	Year 7 DoL	Year 10 DoL	
Support Staff Line Management	SBM HT PA	Data & SIMS manager	Inclusion officers x5	Librarian	Chaplain		Senior Admin Assistant Premises Manager Finance Assistant Cover officer
Other responsibilities	SSLP Co Director Diocese rep on schools forum LA rep on high needs Governor Jersey High school for girls	SSLP link		Development of PE space	Assemblies BTec Quality nominee	Parents and friends association	
Governors committee	All	Curriculum Resources Full GB	Curriculum Resources Full GB		Curriculum Admissions	Resources	Resources Personnel