



Saint
Francis
Xavier

CATHOLIC SIXTH FORM COLLEGE

PRINCIPAL
September 2020

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Welcome

Thank you for your interest in the post of Principal at St. Francis Xavier Catholic Sixth Form College, which has come about due to the retirement of our current Principal. We are looking for a new leader who will build on the considerable achievements to date, and have the vision and motivational skills to lead the College forward.

The Governors of Saint Francis Xavier College recognise that we are privileged to be involved in a College where the talents of our students are ably nurtured and developed by highly dedicated, professional staff. We aim to ensure that both groups have the environment, support, skills and encouragement to help them fulfil their potential and we are proud of our reputation for delivering academic success within a safe, caring and supportive environment. I hope the following pages and other document shared will give you an insight into our College, our ethos, and our vision for the future.

The destinations data of the College is among the best in the sector and the students progress to the next stage of their education, training or employment with confidence, a rounded education and the skills to stand them in good stead for the future. We wish to foster kindness, courage and compassion and our Catholic foundations form and strengthens this mission.

Proud of our accomplishments, we recognise there is a challenging agenda of change ahead and our strategic plan spells out how we intend to navigate the changes in curriculum provision, in assessment methods and in the dynamic changes which technology is bringing to our lives. We recognise the ever-increasing demands on the College's leadership and upon the wider body of staff. We wish to ensure that the Principal feels well supported but also that we work together collaboratively on strategic direction and maintaining the Catholic mission of the College.

The relationship between the Governing Body and leadership team is excellent and one that we would wish to maintain with the appointment of a new Principal. We recognise that the Principal's role is crucial in promoting the mission and values of the College, optimising the students' experience and fostering positive and effective relationships across all stakeholders both in the College community and beyond.

We look forward to hearing from you.

Colin Garvey
Chair of the Governing Body

About St Francis Xavier Sixth Form College

St. Francis Xavier Sixth Form College is a 16-19 Catholic College located in South London, adjacent to Clapham Common in the London Borough of Wandsworth and bordering the boroughs of Lambeth and Southwark. Established in 1985, we currently have around 1150 students drawn from a wide geographical area, 80% of whom come from non-European, non-white backgrounds. We have a strong Catholic ethos and make space for daily reflection and prayer.

Our examination results are consistently above average, with large areas of the provision achieving significantly above average. The vast majority of our students progress to higher education or higher apprenticeships: the headline achievement rate (enrolment to qualification) is 84%. Eighty five percent of our students follow level 3 programmes, split between A level and General Applied provision. Our last OFSTED inspection was in 2018 where we were graded as good overall.

The College has a secure financial base and achieved “outstanding” financial health in 2018/2019. We have a stable and committed staff, keen to maintain the reputation of the College and drive forward further improvement.

Click [here](#) to see the full Ofsted report 2018.

Mission and Values

At St Francis Xavier College, we aim to provide for the educational needs of our students in a Catholic environment that proclaims Jesus Christ, the Way, the Truth and the Life. We are committed to a community based on mutual respect where we recognise our responsibilities to ourselves and others. We strive to create a positive experience of a Christian Community and support individuals in spiritual and moral development. We are committed to the Catholic precept of the “preferential treatment of the poor and marginalised”.

We express our mission in a set of values which run through everything we do at the College and reflect the principles, behaviour and culture upon which we lay our foundations:

**KINDNESS
SERVICE
FAITH
INCLUSION
COURAGE
HONESTY
RESPECT
FORGIVENESS**

Inclusion and Diversity

We promote the fundamental human dignity and unique worth of each individual and foster mutual understanding, tolerance and respect. Our educational aim is to prepare young adults for a future, fast-changing world and we have high expectations for each and every student. We are ambitious on behalf of those in our care and want all our students to progress to the next level of education, training or employment. Many of our students will become leaders in their workplace or community in future and we model and promote the principles of ethical and courageous leadership and the importance of taking responsibility for oneself, for others, for the wider society and for the world in which we live.

We challenge bias and prejudice in our teaching and in our College community and any demonstrations of verbal, written or behavioural abuse towards an individual or group based on race, gender, disability, sexual orientation, age, creed or class are totally unacceptable. We treat such behaviour as “teachable moments” and seek to prevent further instances.

We hope to encourage and support our students to challenge prejudice and discrimination also and our General RE and Philosophy programme is a primary vehicle for this.

We commit to:

Providing opportunities for all members of the College community to achieve their potential and be ambitious and resilient in the face of change and challenge

Helping one another to become confident, secure and productive in a rapidly changing world and to achieve a positive sense of self-worth

Developing positive attitudes towards the diverse and multi-ethnic society in which we live

Fostering within our community the desire to bring the Christian and Gospel values of love and justice to bear on all aspects of our work and relationships

Religious Education at SFX

As part of our trust with the Archdiocese of Southwark **all** students are required to participate in a programme of General RE and Philosophy which is embedded within each student’s programme of study and is part of their weekly timetable. This course covers a wide range of topics which offer students the opportunity to explore matters of religious beliefs, spirituality, morality, relationships, science and religion and social justice. It engages students in discussion of these matters and student progress is

recorded and monitored in a record of learning for the purposes of internal and external moderation. In the first year of study, students pursue the National Open College Network Level 1 Award and in any subsequent year the Level 2 Award. The College views this programme as integral to our faith commitment but also of paramount importance in fostering tolerance, mutual understanding and community cohesion. Not only is it a means of developing understanding of others and ourselves, but it also develops a mature perspective and critical awareness. Within the programme there are opportunities for quiet reflection and/or prayer.

Our Christian ethos informs our high quality pastoral care. We are committed to providing the support, guidance and intervention necessary for every student to succeed both academically and socially, empowering them to become successful, courteous and confident adults.

Demographic

The College currently has a population of 1150 16-19 students. We have experienced the “demographic dip” in this age group but applications for 2020/21 are stronger than last year and would suggest that the 16-18 population is in a growth period and that the College remains a popular choice for students. Typically, the female population is greater than the male population, having been for some years at 56% of the cohort or above.

We recruit from a wide range of schools and colleges and from Inner and Greater London. We have a small proportion of students each year who join us from schools overseas at the age of sixteen or seventeen. We also have a small proportion of students who fall into the 19+ category, some of whom are in their fourth year of study with the College, having progressed from level 1 to level 3.

The College has a mixed demographic with a high proportion of students of Black African and Black Caribbean heritage. The range of backgrounds, cultural experiences and languages spoken is wide and brings added strength and cultural diversity to the College. It is our experience that this prepares students well for life in Britain today and for the mobility that might be demanded of them in the future.

Almost two thirds of our students receive a disadvantage uplift with respect to funding because of residential post code locations and just under a quarter are in receipt of bursary payments and free College meals.

The College achieves very strongly with respect to positive destinations and in particular in progression to higher education or higher level training. Given that a number of our

students are the first members of their families to progress to Level 4 and 5 educational provision the College invests heavily in support, information and guidance to achieve this success.

Educational Provision

The majority of the provision caters for students pursuing a Level 3 qualification, however fourteen percent is comprised of Level 1 and 2 courses. In terms of our Level 3 delivery we now deliver significantly more General Applied provision than traditional A level. This is a reflection of the “supply” of A level provision across London with school sixth forms outstripping demand. Nevertheless, our A level provision achieves strong outcomes in terms of raw and value-added outcomes and we are committed to retaining and growing that provision in which we have considerable expertise and success. Our General Applied offer at Level 3 is both broad and engaging and we shall be moving all our qualifications in this category to the Reformed Qualifications’ Framework from September 2020.

One exciting new venture for the College is our pursuit of “Apple Distinguished” educational status. We have a digital pathways development programme which we have been rolling out since last academic year. All teaching staff are equipped with an Apple iPad to enhance teaching, learning and assessment, and the students of eight courses are similarly equipped to transform the pedagogical approach to learning and research. This rollout will continue over the coming academic years.

We have also committed to increasing our work-related learning through the “Capacity Development Fund”. The College has a considerable amount of work experience embedded within its General Applied programmes but we have also engaged in the test-bed of accommodating more extensive industrial placements of 45 days’ duration.

Nightingales Nursery

This year the College is proud to be celebrating twenty-five years of successful provision for Early Years. The College includes on its site a small nursery provision of 20 places which is often described by local parents as “the best little secret in Balham”. The Nursery reserves places for College employees and is a popular facility appreciated by staff members. The Nursery was inspected by Ofsted two years ago and was rated “Good”.

Lettings

Formerly the College provided a small but thriving number of Community Education adult classes at full cost recovery, that is without recourse to grant from the Education and Skills' Funding Agency. In reviewing all non-core costs, we now accommodate that provision on a "hire and lettings" basis to tutors of the programmes and we also let a number of facilities to external interests, particularly sports facilities, as a source of income generation and a key activity of the wholly owned Trading Subsidiary, SFX Corporate Services Ltd.

Enrichment

The College is committed to providing further opportunities to enhance the learning experience and extend the "cultural capital" of our students. We have a spacious and well-resourced Learning Resources' Centre (LRC) which provides private study spaces, a large number of desktop computers and mobile tablets for student use. There is also a separate dedicated area adjacent to the main LRC where students can work collaboratively.

SFX staff and students also benefit from a well-equipped fitness suite and we have been awarded grant funds through the "Active Lives, Active Minds" programme for several years to invest in raising levels of physical activity across our student body. We also run a football academy programme embedded within our educational provision at Levels 2 and 3.

Beyond that, all departments are committed to offering curriculum enrichment, organising trips, visits and activities for students which enriches their learning but also enhances their social awareness and inter-personal skills. Students participate in a rich and engaging range of enrichment across the College.

About the Role

St Francis Xavier Sixth Form College is at an exciting point in its development. In its third year of advancing in its key institutional performance, it is committed to taking this further and delivering excellence across the provision with the highest expectations for all. We are never insular but enthusiastic life-long learners, with a fantastic programme of continuous development on offer to our staff. We also seek out the best ideas from external practice and developments to inform and enhance our work. The College is a founder member of several peer review groups, for example the London Sixth Form Partnership, which offers many opportunities for professional exchange and development.

While recognising past and present success, we are committed to becoming better still for our students and the communities we serve. To maintain our high standards and navigate the challenging change agenda ahead we need a visionary and inspirational leader with the ability to engage with students and all stake-holders.

Our new Principal will have exceptional communication skills and judgement, to facilitate strong relationships with a range of internal and external stakeholders to enhance our reputation and further improve our provision. The successful candidate must also be committed to social mobility, education in a Catholic setting, and maximising opportunity and success for our students. An empathy for, and understanding of, the communities in which we work and serve is, therefore, essential.

Although there is no set blueprint for our Principal's prior experience, what is certain is that you will have a track record of delivering academic excellence and quality provision and have strong leadership capabilities but also motivational and coaching skills. Whether you currently work in the schools or FE sector you will need to maintain and develop a stable, experienced and capable management team, and have ambition and leadership to work with the Governing Body to steer the College to the next stage of success.

PRINCIPAL

Permanent | September 2020

Salary: Competitive



Due to the retirement of the current postholder, the Governors of St. Francis Xavier Sixth Form College (SFX) are looking for an exceptional leader to drive the College forward.

Saint Francis Xavier Catholic Sixth Form College is a dynamic and ambitious Sixth Form College, one of the closest to both the City of London and to the Houses of Parliament. Rated “Good” by Ofsted (in 2018), and with robust financial health, the College is in a strong position to make an ever greater educational impact upon the lives of young people who are often the first in their family to consider university or higher level employment and training. The College was established as inner London’s first Sixth Form College in 1985 and it has continued to be a leader in educational practice and to embrace innovation in the interests of serving its students and helping them to develop transferable skills for the future. Currently, it is embarking upon a journey to achieve one of the first awards of “Apple Distinguished” status for its digital innovation practice in teaching, learning and assessment.

The College serves almost 1200 full-time students, with an early years' nursery as an additional provision. Our broad-ranging curriculum, excellent pastoral support and added value outcomes reflect our passionate commitment to ensuring students can enjoy highly effective teaching and learning in a supportive and well-resourced environment which enables all to reach their full potential. We shun complacency and have an ambition for continuous improvement, a mind-set which we seek to instil in our students.

Our College community is genuinely diverse, with respect to staff and students, and shares a strong Catholic ethos which is at the heart of all aspects of our work. We thrive on our many engagements and connections with Higher Education, with employers and with external agencies and we relish the challenge of working out how best to position our young people to compete and flourish in the future.

The successful applicant must be a practising Catholic with the drive, ambition and vision to sustain our reputation for quality. Above all, you will be passionate about shaping the future of young people, ensuring that every learner has the opportunity to reach his / her potential.

To find out more please visit our [career site](#) and [College website](#). For an informal and confidential discussion please contact Eleanor Lewis, Clerk to the Governors on 020 8772 6062 (07715 102 449) e.lewis@sfx.ac.uk.

Closing date: Sunday 23rd February at 23.59.
Shortlisting will take place on 26th February.
Interviews will be held on 16th and 17th March 2020.

SFX is committed to the safeguarding and welfare of young people. Successful candidates will be subject to an Enhanced Disclosure and Barring Service (DBS) check.

How to Apply

Application process

To apply, please complete the Catholic Education Service Senior Leadership Form and send:

- **by email to** e.lewis@sfx.ac.uk
- **by post to** Eleanor Lewis, Clerk to the Governors, St Francis Xavier Sixth Form College, 10 Malwood Road, London, SW12 8EN.

Mrs Lewis will send an acknowledgement of receipt to all applicants.

It is important that you give evidence of your experience and knowledge, showing how this matches the criteria set out in the person specification.

Further Information & College Tours

For a confidential and informal discussion about this role or to arrange a visit to the College please call Eleanor Lewis, Clerk to the Governors, 020 8772 6062 or 07715 102 449. Please note visits will not be part of formal selection process.

Reference details

Please provide names, addresses and contact details for two referees, one of whom should be your current or most recent employer. Please also provide contact details of the Parish Priest of the Parish where you worship regularly. Please indicate clearly if you do not wish any referee to be approached without your permission.

We expect to take up references for candidates who have been shortlisted prior to the interview.

Recruitment schedule

Closing date & time of advertisement and for receipt of completed application forms 23.59	23rd February 2020
Psychometric test for short-listed candidates	14th / 15th March 2020
Final selection interview process at SFX	16th/17th March 2020

Selection / Assessment Process:

- A selection panel of governors set up in accordance with the Instrument and Articles of Government will compile a shortlist of applicants on 26th February 2020.
- Shortlisted candidates will undertake a psychometric test prior to the selection days and will be contacted by email by an external facilitator with the arrangements to take the test.
- The selection days will be held at SFX and will include a carousel of tours, meetings and discussions on Monday 17th March 2020 and formal interview, including a presentation, with the Governors' selection panel and a representative of the Archbishop of Southwark on Tuesday 17th March 2020.
- The appointment of a Principal is the responsibility of the Governing Body which will meet in the evening of 17th March 2020. At that meeting it will receive and decide whether to approve the recommendation of the selection panel with regard to an appointment to fill the vacancy of Principal.
- The Clerk to the Governors will, on behalf of the Governing Body, inform all candidates of the outcome of the selection process no later than 4pm on Wednesday 18th March 2020.