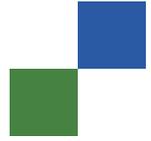




The Holy Cross School
Learn Joyfully. Live Fully.



Candidate Information Pack

Job Vacancy: 1:1 LSA / General LSA



25 Sandal Road, New Malden, KT3 5AR
+44-208-395-4225

hxs@holycross.kingston.sch.uk
www.holycross.kingston.sch.uk



About Our School

Founded in 1931 by the Congregation of Sisters of the Holy Cross, The Holy Cross School is a voluntary-aided Roman Catholic school for girls aged 11-18. At Key Stage 5, the school collaborates in a curriculum partnership with the local boys' school, Richard Challoner, offering co-educational lessons for post-16 students. The school converted to academy status in August 2012 and maintains strong relationships with local schools, the Archdiocese, and the local authority.

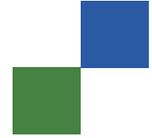
The Holy Cross School is dedicated to achieving high standards of pupil achievement and is successful in this endeavour. With 980 students and over 100 staff members, the school proudly ranks in the top 1% of all schools nationally for exceptional progress made from Year 7 to 11.

We offer the opportunity to work in an outstanding environment with well-behaved, motivated students who are eager to learn. Your professional development will be fully supported in our school. We have received lifetime 'World Class Schools' accreditation and were rated 'Outstanding' in all areas, including the overall judgment, in a 2024 Catholic Schools Inspection. Our inclusive, vibrant community and exceptional RE department received high praise.

We are delighted to share that The Holy Cross School has been awarded the Gold RACE Charter Mark, recognising our commitment to race equality and inclusivity. This achievement reflects our ongoing efforts to create a school environment where every student, staff member, and family feels valued and respected.

To learn more about The Holy Cross School, please view our short videos from our [Lower School](#) and [Sixth Form](#). Join us and experience the dynamic and supportive atmosphere that defines our community.

Mission & Values



Our Mission

We are the children of God, and in the spirit of St. Francis and Mother Bernarda, we aim to create a happy family environment in which all may grow: in faith, hope and love for God, in love and respect for one another and the world around us, in learning and wisdom, so that we may live life to the full and joyfully share this life with others, especially those who are in any way disadvantaged.

Our Values

At The Holy Cross School, we are committed to delivering a holistic education that blends strong academics with profound character development. Our goal is to prepare students for success in both their personal and professional lives.

The Holy Cross School is deeply rooted in strong Catholic values that are clear, explicit, and inform everything we do. We are a thriving school with a strong sense of community spirit, and our Catholic ethos is reflected in our Mission Statement. Guided by our distinctive Catholic values, we are an inclusive and value-driven school community that promotes trust, tolerance, respect, and kindness.

The education we offer underpins the spirit of the pioneering Sisters who first established the school – to inspire students to work hard, identify their gifts and talents, and aspire to greatness. This ethos, entrusted to us by the Sisters of the Holy Cross, permeates every aspect of our school life and is lived out in our Mission Statement every day.

We work in close partnership with our families, celebrating each student's individuality and unique talents. Our aim is to develop their full potential across a broad spectrum of academic and extracurricular areas. Through high aspirations, we encourage our girls to strive for excellence, to learn joyfully, and to live fully. While academic excellence is a key priority, so too are compassion, kindness, and a deep-seated desire to support those who are disadvantaged.

Join us at The Holy Cross School, where we nurture the whole person, fostering growth, achievement, and a lifelong love of learning.



“Staff are proud and happy to work here. They spoke highly about the supportive and committed leadership team. Staff value the training and development opportunities they receive.”

Ofsted 2022

What We Offer

Staff Development

We believe that effective professional development is an essential component in our drive for excellence. We are committed to providing training as appropriate to your role, stage in your career and future aspirations and will support your on-going professional development.

Continuing Professional Development

We provide diverse training opportunities, including safeguarding, CPD sessions tailored to individual needs, external courses, and nationally recognised Leadership Programmes. We encourage staff to become GCSE/A Level examiners to enhance attainment and offer mentoring and tailored support for new roles. Development needs are identified through learning walks, lesson observations, and staff appraisals. Additionally, staff can train as First Aiders or minibus drivers.

Staff Induction

If your employment at Holy Cross commences at the start of the academic year in September you will be invited for an induction day towards the end of the Summer Term. All other new staff will receive induction and this will be arranged at a mutually convenient time either prior to employment or as soon as possible.

Additional Benefits

Pension Scheme: All staff are automatically enrolled in a pension scheme: the Teachers' Pensions Scheme for teachers and the Local Government Pension Scheme for non-teachers. The school contributes 28.68% of pensionable pay for teachers and 20.80% for non-teachers. Staff may opt out at any time with a written request.

Cycle to Work Scheme: Available to all staff through salary sacrifice, this scheme offers tax-free bikes and accessories, saving about half the cost on average.

Employee Assistance Programme: All staff have 24/7 access to 'Health Assured/Wisdom', a confidential support service offering guidance on topics like health, fitness, sleep, stress, and more, via phone, email, online, and instant messaging.

Eye Care: Staff can claim up to £20 for eye tests and up to £50 for glasses if needed for display screen equipment (DSE) use.

Free Lunch: available for staff who run an extra-curricular club.

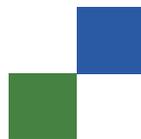
Diversity in our school community

We pride ourselves on being a diverse and inclusive school, committed to reflecting the community we serve. We encourage applications from all backgrounds and particularly welcome those from Black, Asian, and Minority Ethnic candidates, who are currently under-represented in our workforce.

Our Location

Located in the leafy suburb of New Malden, Greater London, our school benefits from excellent train links, with London Waterloo just 25 minutes away. Nearby attractions include Richmond Park's deer, the vibrant market town of Kingston upon Thames with its shopping, bars, and restaurants, and the picturesque Surrey countryside. The coast is also just an hour's drive away.

Our Curriculum



Ambitious, Balanced and Rigorous

- › At The Holy Cross School, our curriculum is crafted to be ambitious for all students, balanced in the range of subjects taught, and rigorous in its academic disciplines. It is coherent within and across subjects, vertically integrated to promote sustained progress over time, and appropriately focused on the current stage of students' learning.

Foundations for the Future

- › Our curriculum lays a strong foundation of knowledge, skills, and cultural capital, preparing students to navigate the complexities of the 21st century and excel in both personal and professional spheres. Technology is integrated to enhance learning and equip students with relevant skills for an evolving employment landscape.

Holistic Development

- › The curriculum fosters each student's sense of self-worth while cultivating awareness of others. It is infused with our Catholic ethos, helping students develop a moral compass based on Christian values. This approach ensures that students not only gain academic knowledge but also grow as compassionate and responsible individuals.

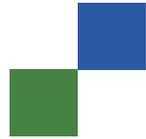
Inspiring Lifelong Learning

- › A Holy Cross student will be curious about the world, inspired to be a lifelong learner, and confident in extending her horizons. Our curriculum is designed to instill a love of learning and build resilience, preparing students to work effectively as individuals, team members, or leaders. It equips them with the knowledge, skills, and qualifications needed to contribute meaningfully to their communities, both locally and globally.

Engaging and Adaptive

- › The curriculum is delivered in an engaging, inspiring, and supportive manner, tailored to meet the needs of each student, regardless of their background or prior attainment. It adapts to the demands of the 21st century, ensuring that every student achieves their full potential.
For more detailed information about our curriculum and the subjects offered at Key Stages 3, 4, and 5, please visit our website: www.holycross.kingston.sch.uk.

Safeguarding in our community



01 Commitment to Safeguarding

At The Holy Cross School, we fully acknowledge our moral and statutory responsibility to safeguard and promote the welfare of all pupils. The safety and well-being of our students are of utmost importance. Our staff, through daily interactions with young people, are well-positioned to ensure that students receive the support and protection needed to achieve the best outcomes.



02 Responsibility and Vigilance

The Holy Cross School, including its governors and staff, believes that every student entrusted to our care deserves our protection. Abuse can leave young people vulnerable, self-critical, and fearful. We all share the responsibility to remain vigilant and ensure the safety and well-being of every student.



03 Coordinated Approach

A child-centred and coordinated approach to safeguarding is essential. It is crucial that everyone in our community plays a role in identifying concerns, sharing information, and taking prompt action. For more details about our Safeguarding Team and our Safeguarding and Child Protection Policy, please visit our website.

How to Apply



To apply, please visit our school website and download a CES Support Staff Application Form: www.holycross.kingston.sch.uk.

Please send your completed application form to: **apply@holycross.kingston.sch.uk**, addressed to Ms. Silvana Saragosa-Voysey (PA to Headteacher). For further information regarding this post or to visit the school, please contact Charlotte Cappalonga, SEND Coordinator (ccappalonga1@holycross.kingston.sch.uk).

When completing your application, refer to the 'Notes to Applicants' document available on our website to ensure all required forms are submitted.

Closing Date: Monday 2nd March

Interviews: May be conducted at any point during the application process.