



Let Your Light Shine

If we love others, we live in the light. 1 John 2:10

Inspired by our Gospel Values we have a shared responsibility to:

1. create an environment of welcome, love and respect for each member of our learning family.
2. develop the unique gifts and talents of all, striving for excellence in everything we do.
3. live out our commitment to love, service and justice in the local and global community.
4. nurture the journey of faith and discovery for all.
5. celebrate and reflect on the love of God which is at the heart of all we are.



POST OF
Head of
Religious Education
Faculty
Application Pack

Required for September 2021

Permanent Full Time Head of Religious Education Faculty TLR 1.2 (£10,204)

We are seeking to appoint a dynamic and inspiring Faculty Leader of Religious Education, who is committed to raising the progress of students of all abilities and wants to make a substantial contribution to the further development of this 'good' school in 2021.

The ideal candidate is someone with character, driven to captivate children's minds and passionate about making Religious Education the most exciting subject in the curriculum. The successful candidate will also play a key role in further developing the Catholic life of the school, working closely with SLT for the benefit of all. This is an exciting opportunity to develop the core curriculum area of our school and will inspire someone looking for their first step towards Senior Leadership because of the potential of whole school impact.

You will be leading a forward thinking and hardworking department comprising of experienced teachers who are committed and talented practitioners, have a passion for their subject and who deliver high quality learning through working closely together to achieve the best possible outcomes for our students.

The successful candidate will be:

- A passionate educator with the skills and determination to make a significant difference to the lives of our students in sharing our mission to let their light shine
- An inspirational classroom practitioner with proven record of raising the attainment of students of all abilities
- A committed team player with the knowledge, skills and experience to lead and manage a successful team
- A practising Catholic

If you share our values, have the vision and drive for excellence and want to be part of an enthusiastic, dedicated and well sourced team, committed to ensuring that students fulfil their potential, then we would like to hear from you.

“This is a school where pupils are confident, full of life, and considerate of others. Pupils are known well and cared about. Pupils behave well and work hard in class.”

OFSTED January 2020

Informal visits to the school can be arranged by contacting school on 01772 339813

Closing Date: Thursday 20th May 2021 at 12 noon

If you do not hear anything within four weeks of the closing date, you will not have been successful on this occasion

Proposed Interview Date: Thursday 27th May 2021

Further information and an application pack are available to download from the school website:
www.st-maryshigh.lancs.sch.uk.

Please return completed application to recruitment@st-maryshigh.lancs.sch.uk

This post is subject to an enhanced disclosure with the DBS.

Brownedge St. Mary's Catholic High School is an Equal Opportunity Employer and is committed to ensuring the safety of all its children and young people

BROWNEGE ST MARY'S CATHOLIC HIGH SCHOOL

Letter from the Headteacher

Dear Applicant

I am delighted to be writing to you as Headteacher of Brownedge St. Mary's Catholic High School. Having started my career here almost 26 years ago, I have a deep understanding of our school. It is truly a warm, welcoming and vibrant place to be, where we work as a family to support, challenge and care for one another, striving continuously for excellence and to be the best that we can be.

Here, at Brownedge St Mary's, we place Christ at the centre of our pupils' lives: a place to encounter the living God in all that we are and do. Christ becomes alive by integrating Gospel values into every aspect of teaching, learning and the totality of school life both inside and outside the classroom. As a school we challenge every member of our community to "Let Your Light Shine" and to develop their God-given talents to their full potential. By doing this we ensure that our pupils' journeys into adulthood are also journeys of faith from which grow values, aspirations and morals that inform their actions and choices as unique individuals.

Our school is an environment where pupils feel safe, cared for and confident to express themselves. As a result, excellent relationships are formed, based on mutual respect and care for one another. I am extremely proud of our hard working and dedicated staff who go beyond high quality teaching and pastoral care and offer a rich extracurricular provision that ensures daily enrichment for all.

This is an exciting time for our school as it moves forward in the next phase of its journey to becoming an outstanding Catholic school. As an inspirational Head of Religious Education, you will be working in a team that is passionate and committed to delivering the absolute best for all our students. If you are someone who has energy, determination and drive and are collaborative and build strong relationships then Brownedge is the community for you.

I hope you are the person we are seeking. Should you decide to apply please read the job description and person specification carefully as it is important that, in your letter of application, you can demonstrate how your current experience, skills and qualities meet the job profile, and in particular, how you meet the requirements of the person specification.

You are reminded that the closing date for applications is **Thursday 20th May 2021 at 12 noon.**

Brownedge St Mary's Catholic High School is committed to safeguarding and promoting the welfare of young people and expects all staff to share this commitment. The successful candidate will be subject to satisfactory Enhanced DBS clearance and all pre-employment checks to include satisfactory references.

If you join our team you will enjoy a full and purposeful career where you are valued, supported to develop and your hard work is recognised. I hope that, having read all the necessary information about our school, you are excited about applying for this position.

I look forward to receiving your completed application and reading what you have to offer our School.

Warm regards,



Mrs Nicola Oddie
Headteacher

BROWNEGE ST MARY'S CATHOLIC HIGH SCHOOL

School Context



We are an 11-16 Mixed Catholic Voluntary Aided High School in Bamber Bridge in the Diocese of Salford. There are currently 746 pupils on roll, with 750 pupils our preferred capacity.

The Mission Statement of Brownedge St Mary's expresses our intention to ensure that all pupils are given the opportunity to fulfil their potential using their unique talents gifted to them by God. Our inclusive ethos and high aspirations for our pupils commits us to providing opportunities that allow all pupils to develop as independent, confident and successful learners who enjoy learning and make good progress.

Through our Mission, we develop pupils' personal and moral values based on our Catholic ethos, teaching them respect for other cultures, religions and ways of life (including British Values) and ensuring that all know how to make a constructive contribution to the local, national and worldwide community.

Our curriculum is responsive to our local context and the profile of our cohort entry. Building on knowledge of pupils' prior learning, we ensure that pupils are challenged from day one through new and engaging learning. We ensure that our broad and balanced curriculum, delivered by specialist staff, equips our learners to transition into appropriate progression routes and ensures that pupils gain secure knowledge, transferrable skills and values which will allow them to lead successful and fulfilling lives.

Our curriculum has been designed and developed to ensure there is no cap on expectations and ambitions and meets the needs of different groups. It has been designed to be ambitious and to give all pupils, particularly disadvantaged pupils and pupils with SEND, the knowledge and cultural capital they need to succeed in life. We plan and sequence our learning such that all groups make good progress. Challenging concepts are revisited so that pupils can make sustained gains in new knowledge. In 2017 we adopted a Threshold Model, requiring all subjects to develop Progression Models to ensure that the curriculum is coherently planned and sequenced and that knowledge is acquired, remembered, built on and applied. We equip learners with the technical and subject-specific vocabulary to articulate precisely their learning, orally and in extended writing. We expect all learners to appreciate the value of reading widely for pleasure. All learners are engaged in an ambitious curriculum pathway, whether it be traditional EBacc, technical or vocational. Work undertaken on our curriculum intent and implementation has had impact. The deepening knowledge is starting to impact positively on GCSE outcomes with increased A8 and significantly improved P8 scores in GCSE 2019. We are committed to continuous improvement.

RELIGIOUS STUDIES FACULTY:

The Religious Studies Faculty currently has four full time members of staff.

Head of Faculty

Second in Faculty

Two Teachers of Religious Education

Inspired by the Road to Emmaus, the Religious Studies Faculty aims to walk with our pupils as they develop academically and spiritually. We teach a broad and balanced curriculum which follows the RE Curriculum Directory for Catholic schools. Our pupils enjoy exploring the questions of meaning and purpose at the heart of religious education and all pupils take GCSE Religious Studies, Eduqas Route B Catholic Christianity and Judaism. Having enjoyed steadily improving GCSE results for a number of years, our results match the Diocesan average. We are keen to appoint an enthusiastic, dedicated teacher who is committed to providing engaging lessons which will challenge and stimulate our pupils.

The school is fortunate in having a full time Lay Chaplain and our own chapel. We are also blessed with an inspiring parish priest who is a regular presence in school. There are Days of Recollection where pupils are taken off timetable and an annual retreat for years 7 and 8 at Savio House. There are active Cafod and SVP groups which link to the parish. School marks Fast Days with events to raise awareness and money and we hold an annual Charity afternoon in Lent when all pupils fundraise for local charities. Enrichment days such as Mary Day and Vocations Day enhance the curriculum, as do trips to places of worship, Candle Conferences and Flame.

	2019		2018	
	RS	English	RS	English
4+ %	61.5	60.8	59.5	61.7
5+ %	48.5	42.3	42.2	42.5
7+ %	20.8	12.3	15.5	10

CANDIDATE ADVICE & GUIDANCE FROM THE DIOCESE

Dear Prospective candidate

Thank you for your interest in the post of Head of Religious Education at Brownedge St Mary's Catholic High School, one of our diocesan schools.

Within this information pack prepared by the school you will have a copy of the Diocesan Equal Opportunities Statement adopted by the school. You will also note that the appointment will be under the terms of the Catholic Education Service contract. If you are not familiar with this contract, it can be found on the CES website at www.cesew.org.uk/271.

The school's governors will offer the successful applicant a contract based on this CES model. As a possible candidate you may be uncertain about the contract in relation to your personal circumstances or previous teaching experience, especially if you are not currently teaching in a Catholic school.

The diocese and the school's governors are fully aware that everyone's experience and circumstances are unique, and we find that any concerns can sometimes be resolved through a confidential prior discussion. Therefore, we offer all candidates the opportunity to discuss these issues in complete confidence should they wish to do so. Please feel free to contact the Diocese prior to making your application or at any time during the appointment process.

Important advice regarding faith references

As you are aware the person specification for the post to which you are making an application states that you are asked to provide a 'positive and supportive faith reference from a priest where you regularly worship.' At a time when priests are often assuming responsibility for larger pastoral areas it is becoming increasingly common for priests not to know parishioners as well as they might have in the past. In the light of this we offer the following advice when seeking faith references.

1. Speak to the priest before completing your application and ask if he agrees to you including him as a referee.
2. Provide him with an outline of - your involvement in parish life e.g., Eucharistic minister, reader, etc. (it may be that currently you are not heavily involved in parish life due to other commitments) - your present post - school, areas of responsibility - the post to which you are applying - name of school, post, etc.

By following the above advice you are able to prepare the priest for the reference request and so ensure it will be completed as fully as possible.

Job Description
Head of Religious Education Faculty
Brownedge St Mary`s Catholic High School

To discharge the professional duties of teachers as described in the latest Pay and Conditions of Service document for Teachers in relation to: **Teaching, Assessments, Reports, Appraisal, Educational Methods, Discipline, Health and Safety, Cover, Public Examinations, Management, Administration and Other Activities.**

In addition to discharge those duties in keeping with the CES contract of employment and the stated Mission of the School:

Post title:	Head of Religious Education
Salary/Grade:	Standard national scale in line with the current School Teachers' Pay and Conditions document plus the appropriate TLR payment
Responsible to:	The Head Teacher, designated member of SLT and the Governing Body
Supervisory responsibility:	Faculty members and where appropriate support staff

Job Purpose	<ul style="list-style-type: none"> • Lead, manage, improve and monitor the quality of teaching and learning in your faculty area. • Have overall responsibility and accountability for your TLR area ensuring curriculum continuity, consistency, balance, match and progression. • Develop, motivate and inspire colleagues within the curriculum area to secure outstanding teaching and Learning and pupil outcomes • Organise liturgy and worship in conjunction with the person in charge of Catholic life in the school. • Oversee chaplaincy in the school. • Lead regular meetings relevant to your TLR area with appropriate colleagues • Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies in the best interests of their pupils. • Act as a reviewer with the arrangements for the appraisal of all identified staff. • To attend middle leaders' meetings and training in order to carry out your role effectively. • Have an appropriate knowledge and awareness of health and safety issues relevant to your areas of responsibility.
Duties and Responsibilities	<p>Maintaining standards</p> <ul style="list-style-type: none"> • Support and implement the vision and ethos of the school • Contribute to, implement and evaluate the success of School Improvement Plan relevant to your TLR area • Contribute to, monitor and review the impact of teaching and pupil progress through the analysis of data, ensuring the use of information for planning and target setting across your TLR area • Analyse and interpret data on pupils' attainment for different audiences: subject & faculty teams, SLT, governors. • Regularly review with teachers their assessments of progress for classes, identified groups and individuals. • Sample pupils' work regularly in line with school policies and procedures. • Discuss work, progress and attitudes regularly with samples of pupils. • Construct and monitor strategies to gather views of other stakeholders. • Be an effective role model for your team in terms of teaching, behaviour and classroom management

	<p>Evaluate teaching & learning</p> <ul style="list-style-type: none"> • Evaluate schemes of work to ensure they focus on consistent and effective teaching and learning. • Observe teaching and feedback to colleagues as part of both informal monitoring systems and more formal policies of appraisal. • Regularly review teacher’s planning. • Evaluate assessment methods and purpose on a regular basis. <p>Lead sustainable improvement</p> <ul style="list-style-type: none"> • Lead regular team meetings which include discussion about priorities for development. • Work with the teams of subject teachers to agree targets for raising achievement and attainment. • Lead improvements in teaching and learning within your faculty area. • Liaise with the SLT member responsible for the timetable to support where necessary, with the review, construction and resourcing of the curriculum in your subject areas. • Work with other middle leaders to share and collaborate in approaches that will support success in your faculty area and across the school. • Meet regularly with your SLT link for support and to share information and developments. • Take a lead role in identifying group and/or individual training needs and provide support for colleagues within your area of responsibility promoting a whole school approach. • Manage the quality and deployment of accommodation and resources annually, including the faculty budget allocation. • Ensure your keep up to date with current developments in your TLR area and disseminate information as appropriate. • Act as a reviewer with the arrangements for the appraisal of all identified staff. • To attend middle leaders meetings and training in order to carry out your role effectively. • Have an appropriate knowledge and awareness of health and safety issues relevant to your areas of responsibility.
<p>School Ethos</p>	<p>The governors of St. Mary’s would encourage all staff to be involved in enrichment activities in line with the ethos of the school, specifically:</p> <ul style="list-style-type: none"> • To play a full part in the school community, to support its distinctive Mission and to encourage students to follow this example. • To support the school in meeting its legal requirements for worship and to lead acts of worship as requested. • To contribute significantly, where appropriate, to implementing the policies and practices of the school and to promote collective responsibility for their implementation.
<p>Other</p>	<ul style="list-style-type: none"> • Proactively participate with arrangements made in accordance with the Appraisal Regulations 2013 • Perform any reasonable duties as requested by the Head Teacher • Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. The school will endeavour to make any necessary reasonable adjustments to the job and working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.
<p>All teachers are required to carry out the duties of a schoolteacher as set out in the current <u>School Teachers Pay and Conditions Document</u>. Teachers should also have due regard to the Teacher Standards (2013). Teachers’ performance will be assessed against the teacher <u>standards</u> as part of the appraisal process as relevant to their role in the school.</p>	

Person Specification

Head of Religious Education Faculty Brownedge St Mary`s Catholic High School

As a Roman Catholic School, this post requires the successful candidate to be fully supportive of the Christian mission of the school. Brownedge St. Mary`s Catholic High School is committed the safeguarding and welfare of its children and young people. The successful candidate will need to share fully in this commitment. Governors will consider applications on the basis of each candidate`s ability to meet the criteria below.

Criteria are classed as Essential (E) or Desirable (D). Criteria will be evidenced through Application Form / Supporting Statement (A) Interview (I) and References (R)

Area	Criteria	E/D	A/I/R
Faith commitment	Practising Catholic - you are required to provide a positive and supportive faith reference from a priest where you regularly worship	E	A/I
	Sound understanding of the distinctive nature of a Catholic school	E	A/I
Qualifications, experience and professional experience	A good honors degree (or equivalent) preferably in R.E.	E	A
	QTS	E	A
	Able to lead school worship and understand ways of developing religious education and worship	E	A/I
	A commitment to strategic thinking and planning that builds, communicates and carries forward a coherent and shared vision for the Catholic ethos of the school	E	A/I
	Knowledge and understanding of how relationships should be fostered and developed between the school parish, it`s community and the Diocese of Salford	E	A/I
Professional attributes	A clearly articulated vision for subject area	E	A/I
	Successful experience as a classroom teacher and record in raising student achievement	E	A/R
	Proven leadership of curriculum development and delivery	E	A/R
	Ability to lead and manage effectively, create a coherent and effective team, respond well to challenge, able to motivate, inspire, coach and mentor colleagues	E	A/I/R
	Excellent communication skills	E	A/I
	Commitment to further professional development	E	A
	Positive attitude, resilient, flexible and optimistic approach as well as demonstrate a capacity for hard work	E	A
	Think analytically and creatively, demonstrating initiative in solving conflict	E	A
	Ability to monitor staff performance, support and target set if appropriate	E	A/I
	Ability to establish successful relationships at all levels	E	A/I
	High regard to professional development and awareness of his/her own training needs	E	A/I
	Ability to contribute to the professional development of colleagues through coaching and mentoring, demonstrating effective practice and providing advice and feedback	E	A/I

	A good health and attendance record	E	A/R
Teaching	Evidence of good teaching leading to high attainment and good progress	E	A/R
	The ability to engage, enthuse and motivate students	E	A/I/R
	Skills to ensure that lessons are effective and consistently well-matched to learning objectives and the needs of learners	E	A/I
Assessment	Extensive knowledge and well-informed understanding of the assessment requirements and arrangements for the subject/curriculum area including those related to public examinations and qualifications	E	A
	Full understanding of the use of assessment to inform planning, attitude for learning and progress	E	A
	Understanding and use of data analysis; evidence of improved outcomes	E	A
Planning	Lead and co-ordinate planning for the department	E	A
	The ability to set consistently high expectations for all students through class work and homework	E	A
	Experience of financial resource planning	D	A
Personal qualities	Enthusiasm, drive and a love for the job	E	A/I
	Clear vision and an innovative approach for learning & teaching	E	A/I
	A passion for ensuring all aspects of school life demonstrate integrity and respect	E	A
	Commitment to a high-profile presence in and around the school	E	A/R
	A good sense of humour and team player	E	A
	Excellent communication skills, both verbal and written.	E	A/I
	Ability to organise, plan and prioritise time effectively	E	A
	Willingness to challenge others to produce positive outcomes	E	A
	Flexibility, adaptability and creativity	E	A

THE APPLICATION PROCESS

Applicants should submit an application form along with a formal supporting letter addressed to the Chair of Governors detailing why they would like to be considered for the role.

The letter of application should be a maximum of 2 sides of A4, Arial Font size 12, with normal margin settings.

The letter of application should be

- Be accurate and legible
- Be underpinned by an overall philosophy and understanding of Catholic education and how you will support the distinctive ethos of the school
- Be clear and concise clearly outlining how your experience has prepared you for the post including demonstrating a proven track record in GCSE results
- Outline a clear educational philosophy and link this with the requirements of the post including your future professional aspirations

Please return all completed application forms and supporting documentation to
recruitment@st-maryshigh.lancs.sch.uk

GCSE Outcomes for 2019

Progress 8 score	-0.07
Attainment 8 score	44.6
Percentage of students achieving grade 5 or above in English & maths GCSEs	34.6%
Percentage of pupils entering the EBacc	31.5%
Percentage of pupils staying in education or employment for at least 2 terms after key stage 4	95%

Our recent visit from Ofsted confirmed our school continues to be a GOOD school.
(January 2020).

Extracts from the report include:

“This is a school where pupils are confident, full of life, and considerate of others. Pupils are known well and cared about. Pupils behave well and work hard in class.”

“Pupils said that they feel safe and can be themselves in this school community. Bullying almost never happens.”

“Pupils said the wider curriculum is a strength of the school. It provides them many new experiences. Staff go out of their way to provide pupils with extra activities and school trips. Pupils use these opportunities to find out about the wider world and what they enjoy and are good at.”

“Staff help all pupils to access the curriculum equally. Most parents and carers of pupils with special educational needs and/or disabilities (SEND) are full of praise for the school. They say their children receive excellent support from staff. They achieve well.”

“Pupils develop as good and successful citizens. They learn how to contribute and make a difference to the world in which we live.”

“Pupils pay attention, try hard and behave well in lessons. This good behaviour extends beyond lessons. Pupils are happy and orderly between lessons, and at break and lunchtime.”

“Most pupils achieve well in their examinations, across almost all subjects. This includes pupils with SEND, who move on to well-chosen courses after Year 11. Disadvantaged pupils’ examination results are improving year on year.”

