



St Cecilia's

R.C. HIGH SCHOOL



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Job Title	Assistant Headteacher for Personal Development (SEND/CO)
Salary	L10 - 15 (£52,723 to £59,581)
Start Date	January 2023
Responsible to	Deputy Headteacher

We are delighted to offer the opportunity to join St Cecilia's RC High School, a popular and growing school on the edge of the Ribble Valley at a very exciting time, where you will join an ambitious, driven Senior Leadership Team led by commitment of the Headteacher to provide outstanding education and formation.

The Governors are seeking to appoint an experienced, passionate and suitably qualified leader who will lead on Personal Development and SEND. They will be an outstanding classroom practitioner and leader with a drive to improve the life chances of young people through education in an environment that will support their leadership development.

The successful candidate will be joining a thriving and growing school which has been judged 'good' by Ofsted in October 2019 under the new inspection framework and in September 2022 welcomed 111 pupils for 97 places.

The Governors and Headteacher are committed to your professional learning with a culture of research and reading and the heart of what we do, including staff well-being and workload. The successful candidate will be supported via a well-developed, bespoke professional learning package appropriate to their individual needs and aspirations.

Job Purpose

To provide whole school leadership for Personal Development and be responsible for:

- Personal development for all pupils
- Providing whole school leadership in the areas of SEND and well-being
- Wider aspects of the curriculum as needed

Qualities and Knowledge:

- Lead by example with integrity, creativity, resilience and clarity, drawing on personal expertise and skills and that of others



St Cecilia's R.C. High School, Chapel Hill, Longridge, Preston, PR3 2XA
Headteacher: Mrs H Hall B A (Hons) NPQSL

Tel : 01772 783074 email: info@st-cecilias.lancs.sch.uk Web : www.st-cecilias.co.uk  [@st-ceciliashigh](https://twitter.com/st-ceciliashigh)

- Sustain wide current knowledge and understanding of education and school systems locally, nationally and globally and pursue continuous professional development
- Work with financial astuteness within a clear set of principles centred on the school's vision
- Communicate the school's vision empowering all pupils and staff to excel

Main Responsibilities:

- To lead on SEND and to be the school's SENDCO
- To work as DSL Deputy to support the safeguarding needs of our pupils
- To lead on Personal Development and well-being across the school

This job description is not necessarily a comprehensive definition of the post. It will be reviewed annually but may be subject to modification or amendment at any time after consultation with the postholder working to the strengths of the team

Senior Leadership Team

- Mrs H Hall Headteacher
- Mr A Nelson Deputy Head Quality of Education
- Mr S Hewitt Assistant Headteacher Behaviour and Attitudes - DSL
- Vacancy Assistant Headteacher Personal Development SENDCO
- Mrs B Clarke School Business Manager

Essential Educational Requirements

- Qualified Teacher Status
- Degree or equivalent

Deadlines for application

- Closing date Friday 7th October 2022
- Interviews Wednesday 19th October and Thursday 20th October 2022

Please note only Catholic Education Services application forms will be accepted.

Completed applications should be emailed to Mrs B Clarke, School Business Manager: bc@st-cecilias.lancs.sch.uk

Visits to school are welcomed

- 22nd September 2pm and 4pm
- 26th September 2pm and 4pm

Please email, or telephone Mrs B Clarke, School Business Manager, to arrange a visit:

bc@st-cecilias.lancs.sch.uk or telephone 07375 324661.