



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
Teacher of
Religious Education
& PSHE Coordinator
Application Pack

Required for January 2023

Permanent Full Time Teacher of Religious Education/PSHE Coordinator TLR 2.2

The Governors wish to appoint an enthusiastic and passionate teacher of Religious Education and Coordinator of PSHE to join a happy and vibrant faculty in this successful Catholic 11-16 High School. We are looking for a well-qualified and ambitious candidate who has the ability to motivate and inspire pupils.

You will be joining a forward thinking and hardworking RE Faculty 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. As the PSHE Coordinator you will be responsible for ensuring the subject is effectively delivered, and that it continues to be firmly rooted in Catholic teaching as well as reflecting our Catholic Values and ethos and that staff and resources are well-managed.

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

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.

Applications from NQTs are welcomed, as well as from more experienced colleagues

“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: Friday 14th October 2022 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: Week beginning Monday 17th October 2022

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 28 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 Teacher of Religious Education and PSHE Coordinator, 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 **Friday 14th October 2022 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 756 pupils on roll.

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 has four full time members of staff.

Head of Faculty

Second in Faculty

One Full Time RE Specialist Teacher with PSHE Coordinator responsibility

One Full Time RE Specialist Teacher

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		2022	
	RS	English	RS	English
4+ %	61.5	60.8	53.4	75.2
5+ %	48.5	42.3	35.1	57
7+ %	20.8	12.3	13.5	16.1

PSHE COORDINATOR:

As PSHE Coordinator you would be responsible for ensuring that statutory RSHE, careers and citizenship curricula are effectively taught. As a school we have adopted the Ten:Ten programme for our RSE elements and this ensures that delivery is firmly rooted in Catholic teaching, as well as reflecting our Catholic values and ethos. Our PSHE is known as Learning for Life in school and taught by all members of the school community. Staff work in specialist teams to deliver areas, so supporting training and ensuring high quality teaching takes place. Delivery of Learning for Life is structured around 4 cycles totaling 20 hours of teaching over the course of an academic year. Lessons rotate through a sequential cycle. This role involves the coordination of all teaching staff in delivering the programme as well as ensuring that it is responsive to emerging needs of our pupils.

CANDIDATE ADVICE & GUIDANCE FROM THE DIOCESE

Dear Prospective candidate

Thank you for your interest in the post of Teacher of Religious Education and PSHE Coordinator 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

Teacher of Religious Education and PSHE Coordinator 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.**

To discharge the professional duties of Assistant Headteachers as described in the latest Pay and Conditions of Service document for Teachers.

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

Post title:	Teacher of Religious Education & PSHE Coordinator
Salary/Grade:	TLR 2.2 Point in line with the current School Teachers' Pay and Conditions Document.
Responsible to:	Head of RE, members of the Senior Leadership Team (SLT) and the Governing Body.
Supervisory responsibility:	The post holder may be responsible for the deployment and supervision of the work of teaching assistants relevant to their responsibilities.

Job Purpose	<ul style="list-style-type: none"> • Be responsible for the learning and achievement of all pupils in their classes ensuring equality of opportunity for all. • Be responsible for the coordination of PSHE across school, managing staff and resources to deliver a comprehensive programme of study. • Be responsible and accountable for achieving the highest possible standards in work and conduct. • Treat pupils with dignity and respect and act with honesty and integrity, building relationships rooted in mutual respect. • Contribute to pupils' moral, cultural, spiritual and citizenship development. • 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 within, the statutory frameworks, which set out their professional duties and responsibilities and in line with the duties outlined in the current School Teachers Pay and Conditions Document and Teacher Standards (2013) and to discharge those duties in keeping with the Catholic Education Service (CES) contract of employment and the stated Mission of the School. • Take responsibility for promoting and safeguarding the welfare of children and young people within the school.
Duties and Responsibilities	<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 <u>Teacher Standards (2013)</u>. Teachers' performance will be assessed against the <u>teacher standards</u> as part of the appraisal process as relevant to their role in the school.</p>

<p style="text-align: center;">Teaching and Learning Responsibilities</p>	<p>A teacher must:</p> <ol style="list-style-type: none"> 1. <u>Set high expectations which inspire, motivate and challenge pupils</u> <ol style="list-style-type: none"> a) Establish a safe and stimulating environment for pupils, rooted in mutual respect. b) Set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions. c) Demonstrate consistently the positive attitudes, values and behaviour which are expected of pupils. 2. <u>Promote good progress and outcomes by pupils</u> <ol style="list-style-type: none"> a) Be accountable for pupils' attainment, progress and outcomes. b) Plan teaching to build on pupils' capabilities and prior knowledge c) Guide pupils to reflect on the progress they have made and their emerging needs. d) Demonstrate knowledge and understanding of how pupils learn and how this impacts on teaching. e) Encourage pupils to take a responsible and conscientious attitude to their own work and study. 3. <u>Demonstrate good subject and curriculum knowledge</u> <ol style="list-style-type: none"> a) Have a secure knowledge of the relevant subject(s) and curriculum areas, foster and maintain pupils' interest in the subject, and address misunderstandings. b) Demonstrate a critical understanding of developments in the subject and curriculum areas, and promote the value of scholarship c) Demonstrate an understanding of and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English, whatever the teacher's specialist subject. 4. <u>Plan and teach well-structured lessons</u> <ol style="list-style-type: none"> a) Impart knowledge and develop understanding through effective use of lesson time. b) Promote a love of learning and children's intellectual curiosity. c) Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired. d) Reflect systematically on the effectiveness of lessons and approaches to teaching. e) Contribute to the design and provision of an engaging curriculum within the relevant subject area(s). 5. <u>Adapt teaching to respond to the strengths and needs of all pupils</u> <ol style="list-style-type: none"> a) Know when and how to differentiate appropriately, using approaches which enable pupils to be taught effectively. b) Have a secure understanding of how a range of factors can inhibit pupils' ability to learn, and how best to overcome these demonstrate an awareness of the physical, social and intellectual development of children, and know how to adapt teaching to support pupils' education at different stages of development. c) Have a clear understanding of the needs of all pupils, including those with special educational needs; those of high ability; those with English as an additional language; those with disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them.
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	<p>6. <u>Make accurate and productive use of assessment</u></p> <p>a) Know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements.</p> <p>b) Make use of formative and summative assessment to secure pupils' progress.</p> <p>c) Use relevant data to monitor progress, set targets, and plan subsequent lessons.</p> <p>d) Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback.</p> <p>7. <u>Manage behaviour effectively to ensure a good and safe learning environment</u></p> <p>a) Ensure pupils follow clear rules and routines for behaviour in classrooms, and take responsibility for promoting good and courteous behaviour using PARS, both in classrooms and around the school, in accordance with the school's behaviour policy.</p> <p>b) Have high expectations of behaviour, and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly manage classes effectively, using approaches which are appropriate to pupils' needs in order to involve and motivate them.</p> <p>c) Cultivate and maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary.</p> <p>8. <u>Fulfil wider professional responsibilities</u></p> <p>a) Make a positive contribution to the wider life and ethos of the school.</p> <p>b) Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support.</p> <p>c) Deploy support staff effectively.</p> <p>d) Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues.</p> <p>e) Communicate effectively with parents with regard to pupils' achievements and well-being.</p>
<p>PART TWO: PERSONAL AND PROFESSIONAL CONDUCT</p>	<p>A teacher is expected to demonstrate consistently high standards of personal and professional conduct. The following statements define the behaviour and attitudes which set the required standard for conduct throughout a teacher's career.</p> <p>1. <u>Teachers uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school, by:</u></p> <p>a) Treating pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position having regard for the need to safeguard pupils' well-being, in accordance with statutory provisions.</p> <p>b) Showing tolerance of and respect for the rights of others.</p> <p>c) Not undermining fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs</p> <p>d) Ensuring that personal beliefs are not expressed in ways which exploit pupils' vulnerability or might lead them to break the law.</p>

	<p>2. Teachers must have proper and professional regard for the ethos, policies and practices of the school in which they teach, and maintain high standards in their own attendance and punctuality.</p> <p>3. Teachers must have an understanding of, and always act within, the statutory frameworks which set out their professional duties and responsibilities.</p>
Pastoral System	<p>1.To monitor and support the overall progress and development of pupils within classes assigned.</p> <p>2.To act as a form tutor and carry out the duties associated with the role</p> <p>3.To contribute to the teaching of Learning for Life, Citizenship and Enterprise according to school policy.</p> <p>4.To attend regular training with regard to safeguarding and follow school and legal procedures when dealing with safeguarding issues, including referral to the DSP.</p>
School Ethos	<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> <p>1.To play a full part in the school community, to support its distinctive Mission and to encourage students to follow this example.</p> <p>2.To support the school in meeting its legal requirements for worship and to lead House acts of worship as requested.</p> <p>3.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>1.Proactively participate with arrangements made in accordance with the Appraisal Regulations 2012</p> <p>2.Perform any reasonable duties as requested by the Head Teacher</p> <p>3. 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>

Note

This job description is current at the date below but will be reviewed on an annual basis and, following consultation, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.

Signature of post holder:

Date: / /

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Signature of Head Teacher:

Date: / /

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Person Specification
Teacher of Religious Education & PSHE Coordinator
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) Letter (L) and References (R)

		E/D	A/I/R
Faith Commitment	Fully supportive of the catholic ethos of the school	E	A
Qualifications, Experience and Professional Development	Qualified teacher status	E	A
	Degree or Equivalent / Appropriate Religious Education	E	A
	Has the Catholic Teaching Certificate of RE	D	A
	Experience of Teaching PSHE	D	
	Excellent classroom practitioner with potential to be `outstanding`	E	A,I,R
	Commitment to further professional development	D	I
	Experience of delivering CPD/INSET	D	
Professional Knowledge and Understanding	Awareness of recent developments in religious education & PSHE	E	L,I
	Competent in the use of ICT for learning, teaching and administration	D	L,I
Personal Skills and Attributes	The ability to:		
	<ul style="list-style-type: none"> work effectively and collaboratively with a team of colleagues 	E	L, R, I
	<ul style="list-style-type: none"> motivate and inspire pupils 	E	L, I
	<ul style="list-style-type: none"> plan effectively for a variety of learning styles and abilities 	E	L,R, I
	<ul style="list-style-type: none"> Identify and use assessment information effectively to plan next steps in pupils` learning. 	E	L, R, I
	At ease with Christian ethos of the school	E	I
	Effective interpersonal and communication skills	E	I
	Willingness to contribute to liturgy		
Application Form and Supporting Statement	The application form must be fully completed and legible. The supporting statement should be clear, concise and related to the specific post (maximum 2 sides A4, font size 12).		

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 2022

Attainment 8 score	42.7
Percentage of students achieving grade 5 or above in English & maths GCSEs	40.7%
Percentage of students achieving grade 4 or above in English & maths GCSEs	59.3%
Percentage of pupils entering the EBacc	22%

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.”

