

## HEADTEACHER ST PETER'S CATHOLIC COLLEGE

<b>Required from:</b>	January 2020
<b>Location:</b>	Redcar and Cleveland/Middlesbrough
<b>Contract Type:</b>	Full Time
<b>Contract Term:</b>	Permanent
<b>Salary:</b>	Competitive

Nicholas Postgate Catholic Academy Trust wish to appoint a practising Catholic who is a highly motivated, enthusiastic, inspirational and forward looking leader who will take the school to great success in the future. At St Peter's Catholic College, we ensure that every student is challenged to achieve academically and at the same time we provide for them to develop morally, socially and spiritually.

St Peters Catholic College provides a comprehensive education for 11-16 year olds from communities across the borough of Redcar and Cleveland. Although our school maintains a strong Catholic ethos, we welcome students from backgrounds of other faiths.

St Peters Catholic College is part of the Nicholas Postgate Catholic Academy Trust, a family of 26 schools, a sixth form and teaching school from across the northern area of the Diocese of Middlesbrough. With more than 9,000 students and 1,200 staff, the Trust is now one of the North-East's largest Trusts and the second largest Catholic Multi-Academy Trust in the UK.

### **At St Peters Catholic College, we offer:**

- A Catholic ethos where students enjoy and achieve
- A welcoming, orderly and caring school community
- An attractive learning environment with quality resources
- A Leadership Team, Staff and Governors who are dedicated, talented and highly motivated
- A commitment to professional and personal development
- The opportunity to work with and learn from other establishments in partnership with our Trust primary schools in the Nicholas Postgate Catholic Academy Trust

### **The successful candidate will:**

- Have a commitment to Catholic education
- Be a person with drive and ambition who is passionate about the success and wellbeing of all students, with a strategic and innovative vision for the future of the school
- Be a person with a proven record of experience of successful senior leadership and the school improvement agenda

- Be able to encourage, challenge and motivate others to achieve outstanding practice
- Be able to inspire and enthuse staff, students, parents and the wider community
- Be an excellent communicator with outstanding inter-personal skills
- Be a willing team player in the school and with wider partners
- Be a person who will play a full and active part in the local community

If you would like to be part of the St Peter's Catholic College family, you are welcome to visit before applying. This can be arranged by contacting Rebecca Chambers, Executive Assistant at the Trust, between 9am and 5pm Monday to Friday on 01642 298100.

**APPLY NOW** or for further details, please visit [www.npcat.org.uk/current-vacancies](http://www.npcat.org.uk/current-vacancies)

**Closing Date:** Noon on Thursday 5<sup>th</sup> September 2019

**Shortlisting:** Monday 9<sup>th</sup> September 2019

**Interviews:** Scheduled for Thursday 19<sup>th</sup> September 2019

**Applications should be emailed to** [chambers.r@npcat.org.uk](mailto:chambers.r@npcat.org.uk) **or hand delivered to Rebecca Chambers, Executive Assistant:**

Rebecca Chambers  
Executive Assistant  
Nicholas Postgate Catholic Academy Trust  
Postgate House  
Trinity Catholic College  
Middlesbrough, TS4 3JW

*St Peters School is committed to equality of opportunity, safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The post is subject to an enhanced DBS Clearance along with other relevant employment checks. The successful candidate will be required to sign a Catholic Education Service contract.*



# Secondary Headteacher

Application Pack

# DEAR APPLICANT

Thank you for your interest in the role of Secondary School Headteacher within Nicholas Postgate Catholic Academy Trust.

Nicholas Postgate Catholic Academy Trust was established in September 2018 and is currently made up of 22 primary schools, four secondary schools, a sixth form and teaching school. As a Trust, we work to ensure that the missionary work of Blessed Nicholas Postgate continues to bear witness.

It is essential that we acknowledge all our schools have a distinctive Catholic ethos and that vitally all our schools are unique. We are a caring Trust, dedicated to academic excellence, and the spiritual and moral development of our pupils. We ensure all our schools are rich learning environments that allow for the academic, physical and spiritual development of all pupils and where we strive to maximise the levels of achievement for every young person.

As a Trust we provide opportunities for every pupil and young person to make sustained progress through well planned, highly challenging and motivating lessons. We offer a safe nurturing experience where there is an acceptance at all levels of the need to keep everyone safe and we understand the importance of positive behaviour.

As a Catholic Multi-Academy Trust for the Diocese of Middlesbrough, we have clear strategic aims built on our mission and values:

- We celebrate and share the practice of our outstanding schools, leaders and teachers.
- We are committed to excellent governance that challenges, supports and holds to account.
- We have strong leadership at all levels, with staff continually being developed.
- Our pupils are in receipt of outstanding teaching and educational knowledge.
- Pupils within the Trust access a sound education with deep spiritual engagement and learning that inspires curiosity.
- Our schools offer a rich range of curricular and extra-curricular experiences that challenge and enhance skills and talents.
- We seek to develop parents/carers as active partners in their child's progress.

We are seeking a school leader who will work collaboratively across the Trust ensuring our schools build on good practice. We are looking for an outstanding and highly skilled leader to join our team, who will shape sustained improvement in the quality of provision and outcomes for the young people attending our schools.

Nicholas Postgate Catholic Academy Trust is fully committed to investing in all our staff, and as an employee you will have access to high quality professional development through formal programmes of CPD. As part of your role you will have the opportunity to shape professional development and to work directly with a wide range of Senior Leaders, Headteachers, Standards Officers and with the CEO.

As Headteacher of one of our Secondary schools, you will be joining an extremely ambitious organisation. This senior role will enable you to develop, embed and sustain the highest standards of secondary education. Your leadership will give confidence to our parents, our teachers and our parish communities.

This is an exciting time in our development, as we continue to work tirelessly to provide world class education for young people within our community. Although in our infancy, the Trust has secured a strong foundation on which to build, consolidating the important structures necessary for growth, development, innovation and sustained improvement. These foundations have been underpinned by strong collaboration as evidenced through the Trust structures established e.g. Headteacher Forum, Chairs of LGB Forum, The School Improvement Framework and the CPD Framework. These opportunities for collaboration between all leaders across each of our schools, provides confidence that we meet the many challenges facing our schools in a rational, synchronised and effective way.

As CEO I am privileged to work along with gifted and talented leaders and professionals working untiringly to provide the greatest opportunities for young people within Nicholas Postgate Catholic Academy Trust.

I hope that you see our Trust as one where you can make a difference, where your vision, determination and vigour will meaningfully contribute to the Trust's further development.

Please feel free to contact Rebecca Chambers to arrange a meeting to discuss the opportunities that exist within the Trust for Secondary Headteachers.

Yours sincerely

**Hugh Hegarty**

M.Sc. NPQH PGCCGC B.Ed. Hons CTC

**CEO**





# NICHOLAS POSTGATE CATHOLIC ACADEMY TRUST



Nicholas Postgate Catholic Academy Trust is currently made up of 22 primary schools, four secondary schools, a sixth form college and a teaching school.

In order to build on the good and outstanding education being delivered across all 22 primary schools it is essential that we progress the standard of teaching and learning, the rates of student progress and the levels of attainment across our four secondary schools. The Trust has a secure understanding of the strengths and areas for development of our schools and the new Headteacher must work to build on these strengths, seeing developmental areas are addressed in a meaningful and appropriate manner. Working in partnership, as part of Trust, has a number of key benefits including:

- Rapid dissemination of best-practice across the group – sharing of policies, procedures etc.
- Excellent professional development opportunities, which support the recruitment and retention of staff.
- Training days in common, facilitating high quality CPD.
- Sharing of teachers, expertise and best practice.
- Economies of scale – our Academy Trust can procure “value for money” services for all its Academies.

## OUR SCHOOLS INCLUDE:

- |  |  |
|--|--|
| o Corpus Christi Catholic Primary School           | o St. Mary's Catholic Primary School             |
| o Sacred Heart Catholic Primary School             | o St. Gabriel's Catholic Primary School          |
| o St. Alphonsus' Catholic Primary School           | o St. Paulinus Catholic Primary School           |
| o St. Augustine's Catholic Primary School          | o St. Bede's Catholic Primary School             |
| o St. Bernadette's Catholic Primary School         | o St. Pius X Catholic Primary School             |
| o St. Clare's Catholic Primary School              | o St. Thérèse of Lisieux Catholic Primary School |
| o St. Edward's Catholic Primary School             | o St. Benedict's Catholic Primary School         |
| o St. Gerard's Catholic Primary School             | o St. Joseph's Catholic Primary School           |
| o St. Joseph's Catholic Primary School             | o St. Patrick's Catholic Primary School          |
| o St. Thomas More Catholic Primary School          | o Christ the King Catholic Primary School        |
| o Trinity Catholic College and Sixth Form          | o St. Patrick's Catholic College                 |
| o St. Margaret Clitherow's Catholic Primary School | o St. Peter's Catholic College                   |
| o All Saints Catholic Primary School               | o Sacred Heart Catholic Secondary School         |



# DIOCESE OF MIDDLESBROUGH

Bishop of Middlesbrough, Terence Draine, oversees a large and varied Diocese stretching from Redcar and Cleveland to Kingston Upon Hull.

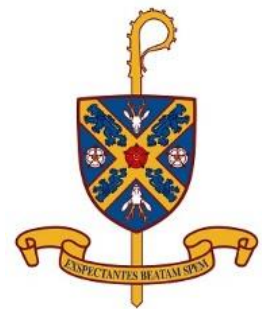
Formed in 1878, the Diocese comprises of the local authority areas which historically formed the North Riding of Yorkshire namely Redcar and Cleveland, parts of Stockton on Tees, Middlesbrough, York, parts of North Yorkshire, parts of East Riding and Kingston upon Hull.

Across the Diocese there are 46 Primary and 8 Secondary Schools and Academies. The smallest of our schools has 88 pupils and the largest 1,500.

28 of our 54 schools have converted to Academy status operating within a Catholic Multi-Academy Trust with their local family of Catholic schools.

The Diocesan Schools Service comprises of the Director of Schools, Kevin Duffy; the Primary RE Adviser, Theresa Laverick; the secondary RE Adviser, Anthony Finnegan. The Diocese provides regular Professional Development opportunities and works closely with its Schools and Academies to provide a world class education for all the children in our care.

# DIOCESAN STATEMENT ON EQUAL OPPORTUNITIES IN EMPLOYMENT



**The Diocesan Education Service for the Roman Catholic Diocese of Middlesbrough has agreed the following model statement on equal opportunities in employment, for recommendation to governing bodies**

The Board of Directors of the Nicholas Postgate Catholic Academy Trust and the Local Governing Bodies of our schools are committed to ensuring that matters concerning appointments, including promotions, are dealt with in a fair and just manner. Directors and Governors believe that the principle of equal opportunity in selection is consistent with social justice and good personnel practice. This is in keeping with our Catholic aim to recognise the dignity and worth of all who work or apply to work in our organisations.

Our selection processes aim to select the best applicant assessed against the criteria for the post. We are subject to the law of the land and acknowledge our commitment to conducting our affairs in accordance with the law. The governors do not discriminate on grounds of age, sex, race, colour, nationality, ethnic origin or disability.

The Roman Catholic community maintains schools which have, as part of their character, a duty to provide Religious Education and a requirement that those schools be conducted in accordance with the rites, practices and traditions of the Roman Catholic faith. It would therefore be clear that where applicants are equal in qualifications and experience in the context of selection criteria for a post that a Catholic applicant would have an advantage over an applicant not of the Catholic faith in being able to contribute to the mission of the Church in Catholic education. **The posts of Headteacher, Deputy Head and certain other senior posts are reserved for practising Catholics.**

In fulfilling the objectives of Catholic schools, Directors and Governors have regard to matters which are particularly significant in the light of the sacramental teachings of the Church. Catholic teachers by their example and practice are witnesses to the Gospels and to the Church's teachings. The Trust Board would therefore, in line with its responsibilities, reserve the right to take account of circumstances which were genuinely within a person's control and which might include marital status, avowed personal conviction, belief or conduct.



# WHY LIVE IN THE NORTH EAST?

The North East is one of the most beautiful, diverse regions in the UK to work and live. With an international reputation for innovation, a mix of modern, cosmopolitan and historic culture, the region offers some of the UK's most vibrant cities, quaint villages, outstanding coastlines and stunning countryside. Here are just a few reasons you should live here....

## AFFORDABLE HOMES

The North East boasts some of the lowest house prices in the UK. With the average cost of a detached house at £265,000 compared to £394,000 in England. Whether you are looking for a Victorian terrace, a chocolate box cottage, chic city flat or a spacious new build, detached house you'll be spoilt for choice.

## FRIENDLY, PASSIONATE PEOPLE

The North East is famous for its friendliness and hospitality. A region where you'll always find a warm welcome and friendly face.

## FANTASTIC ARTS & CULTURE

Across the North East there is an array of museums and art galleries including the BALTIC Centre for Contemporary Art, the Sage, Middlesbrough Institute of Modern Art (MIMA) Beamish Museum, The National Glass Centre as well as two World Heritage Sites Durham Cathedral and Hadrian's Wall.

## ENTERTAINMENT AND LEISURE

The region boasts large capacity venues, international music festivals, Michelin star restaurants and a vibrant nightlife. If it's sport you are into, the North East plays host to three major football clubs, world class golf, cricket and rugby teams as well as the world's largest half marathon; The Great North Run. Our coastline and countryside also offers a multitude of diving, sailing, walking, hiking and outdoor pursuits to suit even the most active lifestyle.



### OUTSTANDING COUNTRYSIDE

Without doubt we have some of the best countryside you'll find in the UK, including the North Yorkshire Moors, Dales as well as the Lake District, Yorkshire, Northumbria and Scotland right on our doorstep. You can travel anywhere in the region within two hours, so even if you choose to live in one of the big cities, you can be out in the countryside or by the sea in less than half an hour.

### A REGION SYNONYMOUS WITH INNOVATION

The North East has spawned many brilliant people, ideas, inventions and innovations that are responsible for changing the world, including the first public railway, hydraulics, hydroelectricity and the first incandescent light bulb. Some names of note include William Armstrong, Sir Isaac Lowthian Bell, George Stephenson, Emily Wilding Davison and Captain James Cook through to the modern day Katie Aide, Rowan Atkinson, Tony Blair, Sir Ridley Scott and Sir Bobby Robson CBE.

### GREAT SCHOOLS AND UNIVERSITIES

The region boasts many great schools, including four Nicholas Postgate Catholic Academy Trust primaries, which were named in the Sunday Times top 250; Christ the King Catholic Primary School, St. Edward's Catholic Primary School, St Bede's Catholic Primary School and St. Thérèse of Lisieux Catholic Primary School. The North East also has five universities; Newcastle, Northumbria, Sunderland, Teesside and of course Durham; which consistently ranks amongst the top universities in the world.

### STRONG TRANSPORT LINKS

With two major international airports as well as excellent road, rail and sea links, the North East is well connected for commuting or travelling. The A1 provides easy access to Scotland and the North and South of the UK, whilst the A66 and A69 connect directly to the M6 making it easy to reach the Midlands.



# JOB DESCRIPTION

## Headteacher

### INTRODUCTION

*The term school is used throughout this document to mean all Catholic schools including maintained schools and academies.*

The school has been designated by the Secretary of State as a school with a religious character. Its Articles of Association states that it is part of the Catholic Church and is to be conducted as a Catholic school in accordance with Canon Law, the teachings of the Roman Catholic Church and the Trust Deed of the Diocese of Middlesbrough. At all times the school is to serve as a witness to the Catholic Faith in Our Lord Jesus Christ. The post therefore requires a practising Catholic who can show by example and from experience that he or she will ensure that the school is distinctively Catholic in all its aspects.

This appointment is with the Board of Directors of the Nicholas Postgate Catholic Academy Trust under the terms of the Catholic Education Service contract signed with the Directors as employers. It is subject to the current conditions of service for Headteacher Teachers contained in the School Teachers' Pay and Conditions Document and other current education and employment legislation.

In carrying out his / her duties the Headteacher shall consult, when appropriate: the Board of Directors, Local Governing Body, the Diocese, the Local Education Authority, the staff of the school, the parents of its pupils, the parish / es served by the school and other local Catholic schools, particularly where collaboration or federation is being developed.

This job description is based on the key areas identified in the *National Standards of Excellence for Headteachers* published by the Department for Education (January 2015). The Board of Directors and the Diocese acknowledge the importance of the role of the Catholic Headteacher and will actively offer long term support, encouragement, affirmation and realistic challenge to the successful candidate.

**The Trust Board, Governing Body and the Diocese are committed to safeguarding and promoting the welfare of children and young persons and the Headteacher must ensure that the highest priority is given to following the guidance and regulations to safeguard children and young people. The successful candidate will be required to undergo an enhanced check for Regulated Activity from the Disclosure and Barring Service check (DBS).**

The core purpose of the Headteacher is to set and implement the strategic direction of the school and to provide professional leadership and management to drive achievement of high standards in all areas of the school's work, particularly in ensuring the provision of sustainable outstanding education through the preservation and development of its Catholic character.

The school's objectives relate to the provision of Catholic education and the school is part of the Catholic church and, as such, is conducted as a Catholic school in accordance with Canon Law, the teachings of the Catholic Church and the trust deed of the Diocese of Middlesbrough. Therefore, the post of Headteacher must be filled by a practising Catholic who can show, by example and from experience, that he or she will ensure that the school is distinctively Catholic in all aspects.

# NATIONAL STANDARDS OF EXCELLENCE FOR HEADTEACHERS (2015)

## **PURPOSE**

The *National Standards of Excellence for Headteachers* (2015) define high standards within a self-improving school system. These standards are designed to inspire public confidence, raise aspirations, secure high academic standards in the nation's schools, and empower the teaching profession.

The strategic direction and development of the school stem from the educational mission of the Church. The Headteacher will ensure that his/her leadership demonstrates commitment to promoting and developing the school's distinctive Catholic identity through the search for excellence in all areas of its work.

These standards are intended as guidance to underpin best practice, whatever the particular job description. They are to be interpreted in the context of each individual Headteacher and each school, and designed to be relevant to all Headteachers, irrespective of length of service in post.

## **THE ROLE OF THE HEADTEACHER**

The Headteacher occupies an influential position in society and shape the teaching profession. They are lead professionals and significant role models within the communities they serve. Their values and ambitions determine the achievements of schools. The Headteacher is accountable for the education of current and future generations of children. The strategic direction and development of the school stem from the educational mission of the Church. The Headteacher will ensure that his / her leadership demonstrates commitment to promoting and developing the school's distinctive Catholic identity through the search for excellence in all areas of its work.

Their leadership has a decisive impact on the quality of teaching and pupils' achievements in the nation's classrooms. In a Catholic school the Headteacher leads a learning community rooted in Christian belief and principles. The search for excellence is given expression in learning and teaching which recognise pupils' individual worth as made in the image and likeness of God. The Headteacher leads the school community in promoting positive attitudes to learning amongst pupils and staff, which stem from Christ's vision for humanity.

Headteachers lead by example the professional conduct and practice of teachers in a way that minimises unnecessary teacher workload and leaves room for high quality, continuous professional development for staff. The Headteacher secures a climate for the exemplary behaviour of pupils. In a Catholic school the Headteachers leadership should take Christ as its inspiration. His/her relationships with pupils, parents/carers, governors and staff should demonstrate a belief in their unique contribution as individuals, valued and loved by God. He/she will recognise and act upon his/her own potential for growth and that of others.

The management of a Catholic school should be clearly influenced by the Gospel message and Church teaching. In particular, it should be a place where Christian principles such as justice, truth, respect and reconciliation are at the heart of its life and work. The Headteacher is responsible for ensuring that such principles are priorities for the school and are evident in its organisation and management.

The Headteacher is responsible for setting standards and expectations for high academic standards within and beyond their own schools, recognising differences and respecting cultural diversity within contemporary Britain. In a Catholic school the Headteacher is responsible for the mission of the school to the local and wider Catholic community, and beyond. He/she will collaborate with the parish and other Catholic organisations, as well as with the wider educational system, for the benefit of his/her own community and others. He/she will demonstrate a belief that community and school are interdependent and that engagement with the community promotes school development.

Headteachers together with those responsible for governance, are guardians of the nation's schools. In a Catholic school the Headteacher fulfils his or her responsibilities in accordance with the Instrument of Government/ Articles of Association. The Headteacher, Board of Directors and Local Governing Body are responsible to the Diocese under Canon Law as well as in accordance with national legislation. The Headteacher is accountable to the Board of Directors, Local Governing Body, parents/carers and the school community for the fulfilment of the school's Catholic mission and its educational success.

## THE FOUR DOMAINS

The *National Standards of Excellence for Headteachers* are set out in four domains,

There are four 'Excellence as Standard' domains:

- Qualities and knowledge
- Pupils and staff
- Systems and process
- The self-improving school system

Within each domain there are six key characteristics expected of the nation's Headteachers.

## DOMAIN ONE

### **Excellent Headteachers in Catholic schools: qualities and knowledge**

1. Work within the school and with the parish to hold and articulate clear values and moral purpose, which takes account of the school's Catholic mission focused on providing a world-class education for the pupils they serve.
2. Demonstrate optimistic personal behaviour which stems from Christ's vision for humanity. Promotes positive relationships and attitudes towards their pupils, staff, parents, governors and members of the local community recognising their individual worth as made in the image and likeness of God.

3. Inspired by Christ, lead by example - with integrity, creativity, resilience, and clarity - drawing on their own scholarship, expertise and skills, and that of those around them.
4. Sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursue continuous professional development.
5. Work with political and financial astuteness, within a clear set of principles influenced by the Gospel message and Church teaching, centred on the school's vision, ably translating local and national policy into the school's context.
6. Communicate compellingly the school's vision and drive the strategic leadership, empowering all pupils and staff to excel.

## DOMAIN TWO

### Excellent Headteachers in Catholic schools: pupils and staff

1. Demand ambitious standards for all pupils, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on pupils' outcomes that reflect the distinctive characteristics of Catholic education.
2. Secure excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and pupils' well-being. Ensure high quality provision for the academic, spiritual, moral, social, emotional and cultural well-being of all pupils and families.
3. Establish an educational culture of 'open classrooms' as a basis for sharing best practice within and between schools, drawing on and conducting relevant research and robust data analysis.
4. Create an ethos within which all staff are required to treat all people fairly, equitably, and with dignity and respect. Inspire, encourage and support staff to develop their own skills and subject knowledge, and to support each other.
5. Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning.
6. Hold all staff to account for their professional conduct and practice, emphasising the distinctive nature of Catholic Education.

## DOMAIN THREE

### Excellent Headteachers in Catholic schools: systems and process

1. Ensure that the school's systems, organisation and processes are well considered, efficient and fit for purpose, upholding the principles of transparency, integrity and probity reflecting the school's Gospel values.
2. Provide a safe, calm and well-ordered environment for all pupils and staff, focused on safeguarding pupils and developing their exemplary behaviour in school and in the wider community to promote Gospel values which unite society in a commitment to social justice and the common good.
3. Establish rigorous, fair and transparent systems and measures for managing the performance of all staff, addressing any under-performance, supporting staff to improve and valuing excellent practice.



4. Welcome strong governance, rooted in faithful stewardship of Gospel values, actively supporting the Governing Body to understand its role and deliver its functions effectively – in particular its functions to set school strategy and hold the Headteacher to account for pupil, staff and financial performance.
5. Exercise strategic, curriculum-led financial planning to ensure the equitable deployment of budgets and resources, in the best interests of pupils' achievements and the school's sustainability.
6. Distribute leadership throughout the organisation, forging teams of colleagues who have distinct roles and responsibilities and hold each other to account for their decision making.

## **DOMAIN FOUR**

### **Excellent Headteachers: the self-improving school system**

1. Lead outward-facing schools which work with other schools and organisations - in a climate of mutual challenge – where each pupil is championed to ensure they secure their unique potential and achieve excellence
2. Develop effective relationships with fellow professionals and colleagues in other public services to improve academic, spiritual, moral, social, emotional and cultural outcomes for all pupils.
3. Challenge educational orthodoxies in the best interests of achieving excellence, harnessing the findings of well evidenced research to frame self-regulating and self-improving schools.
4. Shape the current and future quality of the teaching profession through high quality training and sustained professional development for all staff.
5. Model entrepreneurial and innovative approaches to school improvement, leadership and governance, confident of the vital contribution of internal and external accountability.
6. Inspire and influence others - within and beyond schools - to believe in the fundamental importance of Catholic education in young people's lives and to promote the value of education.

# HEADTEACHER CRITERIA FOR APPOINTMENT

(A framework for determining the criteria)

Please note source of evidence of fulfilled criteria:

Application Form (including supporting statement) - A    References – R    Interview – I    Certificate - C

1. CONFIDENTIAL REFERENCES	Essential or Desirable	Evidence
A positive and supportive written faith reference from a priest where the applicant regularly worships	E	R
A positive reference from current employer or Headteacher (or most recent employer/Headteacher if not currently employed)	E	R
A positive second professional reference	E	R

2. APPLICATION FORM AND SUPPORTING STATEMENT	Essential or Desirable	Evidence
Application form to be completed in full and legible	E	A
Supporting statement to be <b>clear, concise</b> and related to the specific post and appointment criteria (Approx. 1300 words max; font; 12 portrait)	E	A

3. QUALITIES AND KNOWLEDGE	Essential or Desirable	Evidence
Practising Catholic	E	A/R
Qualified Teacher Status	E	A/C
Degree	D	C
Professional development or training undertaken in preparation for leadership	E	A/R/I
Professional development or training undertaken in preparation for headship in a Catholic school	D	A/R/I
Experience of leadership with proven impact that has raised standards	E	A/R/I
Other leadership and management experience	E	A/R/I
Ability to lead by example and be a positive role of model with excellent communication skills	E	A/R/I
Ability to articulate a clear vision and purpose for Catholic education	E	A/R/I
Personal impact and presence	E	A/R/I
Ability to lead the spiritual development of staff and pupils	E	A/R/I
Understanding of current educational provision and the wider school systems	E	A/R/I

<b>4. PUPILS AND STAFF</b>	<b>Essential or Desirable</b>	<b>Evidence</b>
Have ambitious standards and high expectations for all staff and pupils	E	A/R/I
Have an excellent understanding of high quality teaching and learning	E	A/R/I
Promote the development of the whole child	E	A/R/I
Use data analysis to effectively drive whole school improvement	E	A/R/I
Encourage all staff to develop their unique potential	E	A/R/I
Identify emerging talent, develop excellence and clear succession planning	E	A/R/I
Demonstrate an understanding of the importance of forging good relationships with parents/carers	E	A/R/I

<b>5. SYSTEMS AND PROCESS</b>	<b>Essential or Desirable</b>	<b>Evidence</b>
Demonstrate effective strategic leadership	E	A/S/I
Demonstrate an understanding of prudent financial planning and management	E	A/S/I
Ensure the safety of all staff and pupils at all times	E	A/S/I
Promote excellent behaviour and positive attitudes to school life	E	A/S/I
Understand systems for performance management to hold staff to account	E	A/S/I
Demonstrate an ability to address under-performance	E	A/S/I
Demonstrate an understanding of strong governance to hold the school to account	E	A/S/I
Demonstrate an understanding of how budgets and resources are deployed in the best interest of pupils	E	A/S/I
Promote distributed leadership throughout the school	E	A/S/I

<b>6. SELF IMPROVING SCHOOL</b>	<b>Essential or Desirable</b>	<b>Evidence</b>
Knowledge and experience of working with other schools and organisations	E	A/S/I
Effective partnerships with a range of professionals	E	A/S/I
Use well evidenced research to achieve excellence	E	A/S/I
Involvement in opportunities for high quality staff development	E	A/S/I
Confident and innovative approach to school improvement	E	A/S/I
Source of inspiration and encouragement for all in the school community	E	A/S/I
Evidence of working within a Multi-Academy Trust	D	A/S/I

# KEY INFORMATION

If you would like to be part of NPCAT family, you are welcome to visit us before applying. This can be arranged by contacting Rebecca Chambers, Executive Assistant, between 9am and 5pm Monday to Friday on 01642 298100.

**APPLY NOW** or for further details, please visit [www.npcat.org.uk/current-vacancies](http://www.npcat.org.uk/current-vacancies)

**Closing Date:** 12 noon, Thursday 5<sup>th</sup> September 2019

**Shortlisting:** Monday 9<sup>th</sup> September 2019

**Interviews:** Thursday 19<sup>th</sup> September 2019

Applications should be emailed to [chambers.r@npcat.org.uk](mailto:chambers.r@npcat.org.uk) or hand delivered to Rebecca Chambers, Executive Assistant:

Rebecca Chambers  
Executive Assistant  
Nicholas Postgate Catholic Academy Trust  
Postgate House  
Trinity Catholic College 6th Form  
Middlesbrough, TS4 3JW

Thank you for your interest in the post of Secondary Headteacher. We look forward to receiving your application.





Nicholas Postgate Catholic Academy Trust  
Postgate House, Trinity Catholic College  
Saltersgill Avenue  
Middlesbrough  
TS4 3JW

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Web: [www.npcat.org.uk](http://www.npcat.org.uk)  
Registration No.: 09203984