

**St Mary’s Catholic School**

Benton Park Road, Newcastle upon Tyne. NE7 7PE

*where everyone can succeed*

Tel: 0191 2153260 Fax: 0191 2153279 admin@st-marys.newcastle.sch.uk www.stmarysnewcastle.co.uk

February 2021

**Headteacher’s Introduction**

Thank you for your interest in our Assistant Headteacher posts which, I believe, are a great opportunity to join St Mary’s at a very exciting time.

The role of Assistant Headteacher in a Catholic school is a vitally important one. It is a challenging but very rewarding job. The successful applicants really will be at the heart of the leadership of the school, with specific lead responsibilities but also with significant involvement in every aspect of school life. As our advert makes clear, we are very keen to hear from candidates seeking their first assistant headship, but also from serving Assistant Headteachers looking to take on a fresh challenge. We are genuinely open minded about this and are just looking for the best candidates for the job.

These posts have arisen due to the internal promotion of colleagues within the school. Our current leadership team members have experience in various aspects of school life and are flexible about lead responsibilities. Indeed, this flexibility is an important requirement of the job of a senior leader in our school. Thus, the specific responsibilities of the post will be agreed with the successful candidate, on appointment, however the broad areas of leadership for the two posts are:

* **Assistant Headteacher- Teaching and Learning** (leading Teaching and Learning and Departmental Academic Achievement in the school, working closely with the Head of Department team)
* **Assistant Headteacher- Pastoral** (leading Pastoral Care, Safeguarding and support for disadvantaged and vulnerable students across Years 7-11)

More details about the broad responsibilities for the two posts are outlined in the Job Description. The Person Specification summarises the key qualities required. The successful candidates should also be able to play a leading role in School to School support and developments within the Bishop Bewick Catholic Trust as required. Generic leadership qualities are just as important and our key priority, therefore, is to recruit the best senior leaders at this important time in the school’s continued development. Full training and unstinting support will be given.

St Mary’s is a great place to work, first and foremost because of our fantastic students. The majority come from our nine Catholic partner primaries and a sizeable minority from other schools across the city and beyond, including some from overseas. The majority are Catholics but we welcome equally students from many Faith backgrounds. There is an excellent ethnic, socio-economic and academic mix in the school. Whilst the vast majority of students are English, children from 30+ countries are on roll, with 30+ mother tongues spoken, though the vast majority of these EAL students have excellent English. This diversity within the student body is one of the many positive features of St Mary’s and it is very rewarding to serve these wonderful students in a happy and inclusive community. The roll has grown from around 1100 five years ago to over 1450 by September 2020, with 5 year groups of around 240. The Sixth Form currently has 250 students, but will grow to around 300 in the next couple of years, as larger and strongly academic year groups move into Sixth Form.

St Mary’s joined the Bishop Bewick Catholic Education Trust in June 2020, which will grow to a partnership of 39 North East schools over time. The Trust is founded on clear principles, to educate the whole child, to ensure every child in our care has an excellent education and to work together to improve opportunities for all our children to succeed and be happy. All the schools in the Trust however maintain their individuality, uniqueness and a great deal of autonomy.

St Mary’s benefits from having excellent staff, both teaching and support. The staff are the school’s greatest asset and, therefore, the task of appointing staff to new roles is always given great importance. Governors are really committed to the school and are very supportive of staff, as are parents. We also enjoy a very strong partnership with our family of primaries, all of whom are fully supportive of St Mary’s. Links with parishes are strong, as is our partnership with Diocesan and Local Authority schools.

St Mary’s has been judged Outstanding four times in the last twelve years, in our full Ofsted inspection, in our subject inspection of English and in our Diocesan inspections. I would encourage you to read our inspection reports and the school prospectus, to get a sense of some of the school’s many strengths. Since our last full inspection, our School Improvement Partner’s Annual Reports to Governors have continued to grade all aspects of the school as Outstanding. The DfE recognised St Mary’s work by naming us as a National Support School in 2011. We are increasingly involved in school to school support and in June 2017, we became a Teaching School.

High standards of academic achievement are just one element of our mission to provide our students with the best possible holistic education. Their all-round development is equally important. As a Catholic school, nurturing children’s spiritual development is central to everything we do. This aspect of school life is flourishing. Support staff, teachers and school leaders do not need to be Catholic to work here but they do need to be committed to understanding and actively promoting the school’s distinctive Catholic/Christian ethos in their daily work.

We have an excellent climate for learning in school. Students are extremely well behaved in and out of lessons. This is a key ingredient in the school’s on-going success and popularity with parents. Again, I would strongly encourage you to read our Main School Prospectus, as it will give you a good flavour of our pastoral distinctiveness and the curriculum organisation of the school.

I hope that once you have had the chance to read the information in this pack and to find out more about the school, you will be keen to apply.  Should you be successful, I can assure you that you will be given unstinting support.

**To apply, please complete the CES application form and include a supporting letter, addressed to me, outlining the qualifications, experience, skills and attributes which you will bring to the post.**

**Your letter should be no more than 1,300 words. Please note there is no need to complete the supporting statement section of the application form, as your covering letter should outline your suitability for the post.**

**Could I ask all applicants to include in the qualifications section of the form, details of their degree class and division, as well as A Level grades, as the CES form, which we cannot alter, does not make this clear.**

Your completed application form, letter and reference consent form should be returned, marked for the attention of Louise Douds, Director of Finance & Support Services, **by 9.00am on Friday 12th March 2021** to the above address, or alternatively emailed to [louise.douds@st-marys.newcastle.sch.uk](mailto:louise.douds@st-marys.newcastle.sch.uk). Interviews are likely to be held in the following week.

Yours faithfully,



Emma Patterson

Headteacher