



# St. Catherine's RC Primary School



## Headteacher

## Candidate Information Pack



*Be who God wants you to be and so set the world on fire.* Saint Catherine of Siena

Love

Faith

Respect

Perseverance

Compassion

Inspiration

## A Warm Welcome From Our Chair of Governors

Dear Applicant,

Welcome to St. Catherine's R.C. Primary School and thank you for your interest in becoming our new Headteacher. We are delighted to be able to offer a motivated and dynamic candidate the opportunity to lead our fantastic school that is at the heart of Didsbury's Catholic community.

At St Catherine's you will always find a warm welcome from a school which prides itself on nurturing the whole child, supported by its close relationship with parents, carers and the wider parish community. Alongside continually striving for academic excellence, we place equal importance on the well-being and mental health of our children, an aspect that has been especially important in recent times.

This brief information is designed to give you an insight into our school family, our values and our aims. However, to get a better understanding of St. Catherine's as a whole, I would strongly encourage you to visit us. Please call 0161 445 6359 and our Business Manager, Janet Hartley, will be happy to arrange a visit for you on the 7<sup>th</sup>, 8<sup>th</sup> or 9<sup>th</sup> September. I hope that you will be able to come and see us in action.

Our Mission Statement sums up what St. Catherine's is all about. The words of St. Catherine inspires each of us to, "Be who God wants us to be and so set the world on fire."

We want our children, staff, parents, governors, parishioners and our whole community to be part of a school where:

- We are called to love one another as we seek to be the best in all that we learn and do
- We celebrate and nurture the gifts, talents and skills of everyone
- We commit ourselves to grow together in faith, love and service

I hope you will be inspired by what you find at St. Catherine's and we look forward to receiving your application and finding out about your ambitious vision for our school.

**Laura Starkey**  
**Chair of Governors**



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## The Advertisement



Number on Roll: 440

Required for January 2022:

**HEADTEACHER**

**Leadership Spine: 17-23**

For an exceptional and outstanding candidate enhanced pay may be negotiable

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The Governors of St Catherine's RC Primary School are seeking to appoint an inspirational, ambitious and dedicated Headteacher to lead our school which is at the heart of Didsbury's Catholic community. We are a welcoming, inclusive and vibrant school with an incredibly supportive parish community. If you are committed to continuing to build an exceptional and caring learning environment where all members of the school community can flourish, we would encourage you to apply.

### **We are looking for a strong, dynamic and inspirational leader who:**

- is a committed, caring, compassionate, practising Roman Catholic;
- has vision, ambition and a clear strategic direction;
- will promote the Catholic ethos in all aspects of school life so our children and staff grow in love of God, themselves and others;
- will challenge and empower staff to be the best they can be, leading as a reflective and understanding practitioner who furthers a culture of collaboration and ambition;
- will develop and sustain a learning culture for all across our school;
- will nurture children's enjoyment of learning and their wellbeing whilst ensuring high levels of achievement;
- will promote the inclusive ethos of our school; and
- has business and financial understanding and can communicate and work well with our Business Manager and Governors to maintain our secure financial position.

### **We can offer you:**

- engaged and enthusiastic, articulate and confident, friendly and community minded, loving and supportive children with a thirst for learning;
- a hardworking, dedicated and motivated staff who work collaboratively to provide an environment shaping the whole child and helping each reach their full potential;

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- a Governing Board fully committed to supporting the Headteacher in achieving their vision for St Catherine's and a welcoming and supportive parish & wider community;
- parents and carers who take a keen interest in their children's development; and
- support for your professional development and excellent diocese, local and borough-wide collaborative links.

**Visits to our school are warmly welcomed. We would be delighted for you to take the opportunity to meet our wonderful pupils and staff.**

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### **School tours:**

Tuesday 7th, Wednesday  
8th, Thursday 9th  
September 2021

### **Shortlisting:**

Wednesday 15th  
September 2021

### **Closing date for applications:**

9am on Monday  
13th September 2021

### **Interviews:**

Monday 27th and Tuesday 28th  
September 2021

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Please contact our Business Manager, Janet Hartley, to arrange a visit to our school.

[j.hartley@st-catherines.manchester.sch.uk](mailto:j.hartley@st-catherines.manchester.sch.uk)

Completed applications must be submitted electronically to:

[vacancies@st-catherines.manchester.sch.uk](mailto:vacancies@st-catherines.manchester.sch.uk)

*St Catherine's Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and external agencies to share this commitment. The successful candidate will be required to obtain an enhanced Disclosure and Barring Service check.*



**St. Catherine's**  
**RC Primary School**

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## The Recruitment Process

### **Applications Timeline**

The closing date for applications is **Monday 13<sup>th</sup> September at 9am**. The Catholic Education Service Application Form is available to download from our school website. Please note that Local Authority Forms will not be considered.

Candidates are strongly encouraged to visit St Catherine's prior to submitting an application. To arrange a visit please contact Janet Hartley on 0161 445 6359 or email [vacancies@st-catherines.manchester.sch.uk](mailto:vacancies@st-catherines.manchester.sch.uk) Visits will be arranged between Tuesday 7<sup>th</sup> September and Thursday 9<sup>th</sup> September.

### **Shortlisting**

Shortlisting will take place on **Wednesday 15<sup>th</sup> September 2021**. Only those candidates meeting the specified criteria will be taken forward from application. Please be advised that in accordance with safer recruitment protocols, references will be taken up for shortlisted candidates, and where necessary, employers may be contacted to gather further information.

### **Interview and Selection Process**

Those shortlisted will take part in an in-depth interview process on **Monday 27<sup>th</sup> and Tuesday 28<sup>th</sup> September**. Candidates will be asked to account for any discrepancies, anomalies or gaps in their application documentation.

### **Safeguarding**

St Catherine's is committed to safeguarding and promoting the welfare of our pupils. In order to meet this responsibility, we follow a rigorous selection process to discourage and screen out any unsuitable applicants.

### **Disclosure**

We require all staff to undertake an enhanced DBS check. You are required before appointment, to disclose any unspent convictions, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Nondisclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily bar you from employment - this will depend upon the nature of the offence(s) and when they occurred.

Please submit your application, together with a supporting letter of no more than 2 sides of A4 (a maximum of 1,300 words). Please return your application by email to: [vacancies@st-catherines.manchester.sch.uk](mailto:vacancies@st-catherines.manchester.sch.uk) or by post to: Janet Hartley, St Catherine's RC Primary School, School Lane, Manchester. M20 6HS.

## About Our School

St Catherine's RC Primary School  
School Lane, Didsbury,  
Manchester, M20 6HS  
Telephone: 0161 445 6359  
[www.st-catherines.manchester.sch.uk](http://www.st-catherines.manchester.sch.uk)

St Catherine's RC Primary is a voluntary aided Catholic school located in the suburb of Didsbury in South Manchester. Our two-form entry school caters for 3-11 year olds and at present has 439 children on roll.

The school site is adjacent to the large parish church of St Catherine of Siena and is part of a thriving and active local community. The children are hardworking and standards of behaviour are excellent. Our staff and Governing Body are committed and work hard to meet the needs of our children. Our parents are supportive and the school has an established and active PTA.

It is a significant period of time since our last Ofsted inspection in 2009. The Lead Inspector observed that:

*"This is an outstanding school that serves its community exceptionally well and, consequently, has gained the support of the overwhelming majority of parents."*

Our challenge has been to continually develop our school from this point. We are committed to giving our children the best possible education, in its widest sense. This goes beyond the National Curriculum. We have the privilege of preparing the children, not only for the next stage in their education, but also for life. The skills, knowledge and understanding are built on year by year at the same time as nurturing and supporting the growth of the whole child. Initiatives, such as forest school, have helped to bring a different dimension to our school and through our staff, supported by our Caritas Social Worker, we are advocates for our most vulnerable children, but also all those who need a helping hand.

St. Catherine's is a 'Rights Respecting School' and we have progressed from Bronze (Rights Committed) to the Silver Award (Rights Aware) and our focus has now turned toward achieving Gold (Rights Respecting). Our children have a wonderful sense of justice and Rights Respecting has empowered them further.

Religious Education is a thread which runs through every aspect of our school. This underpins our entire curriculum and school as we strive to instil in all our pupils a real sense of belonging to the Family of God. It is a joy to work in partnership with St. Catherine's Parish to prepare our children to receive the Sacraments of Reconciliation and Eucharist in Year 3. Our GIFT Team take a leading role in worship and liturgy which empowers them to take their mission into action.

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We are delighted to hold the International Schools Award Gold which recognises our strength in Languages and the cultural dimension of our community. Curriculum provision focuses on Spanish and in Year 5 the children have the opportunity to visit Nigran in northern Spain. This exchange visit is a real highlight of the year, not only for the children and families who go to Spain, but for the whole school community, especially when we welcome our Spanish friends to St. Catherine's.

We are proud of our sporting achievements but also the extent of the provision for children to participate in sport. There is a wide-ranging programme of extra-curricular activities. Music is a further strength, demonstrated by our choir performing at the One Manchester Concert and at Young Voices. Instrumental music tuition is provided in Year 2, 3, 4 and 5 with all children learning the tin whistle, ukulele and guitar. Children are also given the chance to learn other instruments, particularly woodwind, through group and individual tuition.

The impact of educational visits is without question. These sometimes provide the hook into learning or at other times they are the catalyst for further development.

Liaison with and between schools is important to us and we have built a network of 'school to school' support within our area through a series of local school clusters. We have a very good partnership with The Barlow RC High School, the Secondary school where the majority of our pupils go after leaving St. Catherine's. We also have a strong partnership with the Local Authority and Salford Diocese.



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## Our Mission

Our school community is rooted in the Gospel and the vision of St Catherine of Siena.

This inspires each of us

**'To be who God wants us to be  
and so set the world on fire.'**



We are called to love one another as we seek to be the best in all that we learn and do



We celebrate and nurture the gifts, talents and skills of everyone



We commit ourselves to grow together in faith, love and service



## Our Vision



Inspired by the Word of God, we continually strive to be the best Catholic School we can be. Within a stimulating and nurturing environment we welcome and support one another; reach out within our community and beyond; work together to live out the Gospel values in every aspect of our life at St. Catherine's.

We aim to:

- Shape the whole person;
- Strive for excellence;
- Create inspiring learning spaces and;
- Build community



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## Our Core Values

Our core values have been drawn up by our children in consultation with the whole school community. We want everyone in our school family to demonstrate:

**Love** – we love each other, including those we find it hard to love.

**Faith** – we believe in God, have belief in ourselves and others.

**Respect** – we value the views and ideas of others and appreciate that there are different ways of looking at things.

**Perseverance** – we won't give up when things get tough and help everyone else to persevere also.

**Compassion** – we give forgiveness, think about others and treat everyone in the way we would wish to be treated

**Inspiration** – we are motivated by the achievements and talents of others and want to set the right example in our lives.



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## What our children are looking for in their new Headteacher

Kind, caring and  
compassionate

Somebody  
who inspires us

Bubbly and  
friendly

Great fun and a  
happy person

Loving

A good  
listener

Respectful

Faithful

Someone who will  
look after us

### Our EYFS children would like a new Headteacher who:

Is funny  
and kind

Will bring in nice  
things to show us

Is playful and  
friendly

Likes  
biscuits

Is generous

### Our KS1 children would love their new Headteacher to be:

Gentle

Good at teaching us  
to do the right thing

Clever, smart  
and wise

Somebody who  
likes to try lots of  
new things

Not too strict  
but they will  
still have to  
take charge

### Some of our KS2 children asked for a Headteacher who will:

Be a good,  
confident  
leader

Join in with  
our fun  
activities

Listen and talk to us and  
try to understand our  
feelings and viewpoints

Allow our Spanish  
Exchange to  
continue

Communicate  
with us on  
our own level

### Our GIFT team are praying for a Headteacher who will:

Not just tell us  
about our faith  
but show us

Respect us, our  
religion and  
other religions

Lead us in our  
worship in a fun  
and creative way

Try to answer our big  
questions about Jesus going  
into deeper detail with us.

### Our Caritas Ambassadors would like a Headteacher who:

Encourages us to  
raise money for  
charity

Helps us to  
become involved  
in our community

Treats us all  
equally

Will help us to care  
for our environment

### Our School councillors would like to work alongside a new Headteacher who:

Has good ideas and  
knows what to change  
to make our school  
even better

Is a good  
decision maker

Will talk to us and  
tell us honestly  
about what is going  
on.

Wants to make our  
school an exciting  
place to learn in.

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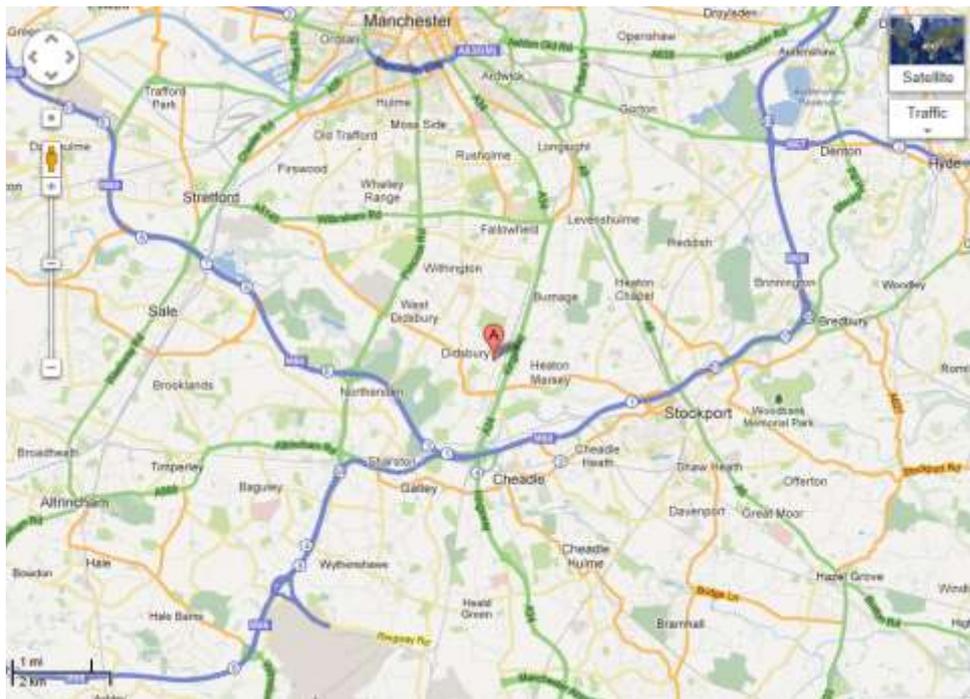
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## Our Community

Didsbury is a suburb of Manchester, located approximately 4 miles south of the City Centre. It is well connected, situated close to the M60 and M56 motorways and major bus/rail routes. Although it is very much part of the city, Didsbury Village has a distinct and close-knit local identity, as evidenced by the strong Didsbury Civic Society and annual Didsbury Festival, which all the local schools and organisations participate in.



St Catherine of Siena is an active and well-attended parish within the Diocese of Salford. The school enjoys close links with the Church, with regular class and school masses and celebrations and services in line with the liturgical calendar.



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