



St Ralph Sherwin  
Catholic Multi Academy Trust



## St Philip Howard Catholic Voluntary Academy

Sunlaws Street, Glossop, Derbyshire SK13 8DR

Tel: 01457 853611

www.<http://www.sph.academy/>



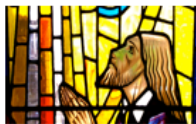
# Application Pack

Cover Supervisor (Permanent)

St Philip Howard Catholic Voluntary Academy

Glossop

# Welcome



St Ralph Sherwin  
Catholic Multi Academy Trust



Dear Applicant,

Thank you for expressing an interest in applying to work within the St Ralph Sherwin Catholic Multi-Academy Trust (CMAT). As CEO, I want to provide you with an introduction to our Trust and to give you a flavour of what working within our Trust would be like.

Firstly, you do not need to be a Catholic to work in our Trust. There are certain reserved positions, which require someone to be Catholic, i.e. CEO, Headteacher, Deputy Headteacher, Subject Leader/Head of RE and Lay Chaplain but other than that a respect for our ethos and a willingness to participate in what we do is all that is required.

Everybody who works within our Trust, in a school or central offices is in some way a teacher. Whether you are the headteacher, a classroom teacher, receptionist, cook, cleaner, caretaker, HR or Finance manager/assistant you have an impact on the children we serve. We are a family and building a community which supports and upholds our gospel values of tolerance, respect, compassion and love are central to our success going forward.

This is a hugely important time in the life of our Trust. As of 1<sup>st</sup> September 2018, we have brought together 25 schools from Derby City, Derbyshire, Staffordshire, Stockport and Nottinghamshire (of which 20 are primary and 5 are secondary) to work within the Trust.

As CEO of the Trust I understand the huge responsibility I have to ensure that every child and young person benefits from the establishment of this new Trust.

The St Ralph Sherwin Catholic Multi-Academy Trust has been formed to preserve, maintain and develop Catholic education in the areas served by its academies. We are committed to providing the highest quality of education for every child and young person we serve.

We have a vision for our Trust that goes beyond our individual academies and that changes our perceptions from *my* academy to *our* academy. Working together through the Trust, each academy will benefit educationally from the expertise within the Trust as a whole and practically from the services procured and provided centrally. By formalizing the links between secondary and primary schools we will provide a stable, challenging and consistent education through the phases to those pupils and families we serve. Our Trust will be a dynamic entity, which will grow and adapt with those who are working and learning within it. It will respond to the needs of its community while adhering to the Catholic principles upon which its member academies are founded.

We have been given a wonderful opportunity to shape the future of Catholic education for around 8,000 young people who attend our schools across the Trust.

Schools are special places where we get the chance to improve the lives of young people in a unique way. The best schools are places where we develop young minds; we must focus on growth not just in the brain but the growth of character, the development of the whole person.

I hope you are excited by this vision of what we want to achieve and if you feel you want to be part of this, I would encourage you to apply for this position within our Trust.

Yours sincerely

Sean McClafferty

CEO, Saint Ralph Sherwin Catholic Multi-Academy Trust

# About St Philip Howard

## St Philip Howard Catholic Voluntary Academy

Part of [St Ralph Sherwin Catholic Multi Academy Trust](#)

Sunlaws Street, Glossop, Derbyshire SK13 8DR

Tel: 01457 853611

Email: [info@sph.academy](mailto:info@sph.academy)

[www.sph.academy/](http://www.sph.academy/)

**Grade/SCP: Band 3 SCP 16 (pending pay award)**

**£18,319 (full time equivalent)**

**£14,436.92 (actual part time salary)**

**Hours: 34.5 hours per week, term time only (39 weeks per year)**

**Contract: Permanent**

**Location: St Philip Howard Catholic Voluntary Academy**

**Sunlaws Street, Glossop, Derbyshire SK13 8DR**

**Start Date: As soon as possible**

St Philip Howard Catholic Voluntary Academy, part of the St Ralph Sherwin Catholic Multi-Academy Trust are seeking to appoint an experienced Cover Supervisor to join our busy, hardworking team.

The position requires the delivery of pre-prepared lessons to pupils in class across a range of subjects during the short-term absence of their normal class teacher, working under the guidance of teachers and/or members of the school Leadership Team and within an agreed system of supervision.

You will be expected to support individuals and groups of pupils to enable access to learning, which could include those requiring detailed and specialist knowledge in particular areas, and act as an examination invigilator, when required. To provide administrative support for the school when not required for cover invigilation.

You must possess as minimum qualifications GCSE grade C or above, or equivalent English and Mathematics and have experience of working with young people aged 11-19 years.

St Philip Howard Catholic Voluntary Academy is a mixed, comprehensive, Roman Catholic secondary school situated in the thriving town of Glossop, Derbyshire. It is part of the newly formed Catholic Multi Academy Trust; St Ralph Sherwin.

A smaller than average secondary school, St Philip Howard currently has 480 pupils on roll and is growing rapidly. St Philip Howard is on a journey to outstanding and since the Academy opened in September 2015 has gone from strength to strength. The recent Inspections which took place in 2018 have confirmed this.

Ofsted inspected the Academy in January 2018. Inspectors acknowledged the hard work and commitment of the Senior Leadership Team, Staff and Governors.

Visits to the school are encouraged and appointments can be made by calling Gemma on 01457 853611.

The school has excellent links to Stockport and Manchester and is very commutable from these areas.

This is a re-advertisement; previous applicants need not apply.

### How to apply

For more information, an application pack and to apply please visit [www.srscomat.co.uk](http://www.srscomat.co.uk)

**Closing date: 26th June 2019 at noon**

**Interviews: W/C 1st July 2019**

# Information for Applicants

## How to apply

A job description and person specification are available for download.

If you wish to apply, please download, complete and email your application form and associated forms to [vacancies@srsrsmat.co.uk](mailto:vacancies@srsrsmat.co.uk) by the closing date.

Please ensure that your application contains the following:

- A clear indication of the post for which you are applying
- Email addresses for all your referees
- **NB Should you be shortlisted, references will be taken up prior to interview**
- The completed separate Rehabilitation of Offenders Disclosure Form
- The completed separate Recruitment Monitoring Form

All CVs must be accompanied by a fully completed application form.

## Closing Date

Please ensure your application arrives before the closing date. We are now monitoring our recruitment advertising and would be grateful if you could fill in this question on page two of the application form, stating where you first learned of this vacancy.

## Interview

Interviews for the posts will take place as soon as possible after the closing date. Please assume that if you have not heard from me within two weeks of the closing date, that unfortunately on this occasion your application has not been successful.

## School Visit

The school warmly encourages applicants to visit their school. Please contact the school office to arrange an appointment.

**The Trust is committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment. Should you be shortlisted, references will be taken up prior to interview. The appointment will be made subject to an enhanced DBS check and other pre-employment checks.**

# Information for Applicants

## Saint Ralph Sherwin Catholic Multi-Academy Trust

On 1<sup>st</sup> September 2018, the Saint Ralph Sherwin Catholic Multi-Academy Trust brought all of the 25 Catholic schools located in Derby City, Derbyshire, Staffordshire and Stockport together in a partnership, to ensure the very best spiritual, social and academic experiences and outcomes for the young people in our schools. We will achieve this through working together to share what we do well and identify the areas where we can learn from each other. As a Catholic MAT, we will place the life, teachings and person of Jesus Christ at the centre of everything we do.

The Schools of the Saint Ralph Sherwin CMAT:

### Primary Schools

St John Fisher Catholic Voluntary Academy, Derby  
St Alban's Catholic Voluntary Academy, Derby  
St George's Catholic Voluntary Academy, Derby  
St Joseph's Catholic Primary School, Derby  
St Mary's Catholic Primary School, Derby  
Christ the King Catholic Voluntary Academy, Alfreton  
St Elizabeth's Catholic Voluntary Academy, Belper  
St Anne's Catholic Voluntary Academy, Buxton  
All Saints & Saint Margaret's Catholic Voluntary Academies, Glossop

St Mary's Catholic Voluntary Academy, Glossop  
St Charles's Catholic Voluntary Academy, Hadfield  
St Thomas Catholic Voluntary Academy, Ilkeston  
English Martyrs' Catholic Voluntary Academy, Long Eaton  
St Joseph's Catholic Voluntary Academy, Matlock  
St Mary's Catholic Voluntary Academy, New Mills  
St Edward's Catholic Voluntary Academy, Swadlincote  
The Priory Catholic Voluntary Academy, Eastwood  
Holy Rosary Catholic Voluntary Academy, Burton

### Secondary Schools

St Benedict Catholic Voluntary Academy  
St Thomas More Catholic School  
St Philip Howard Catholic School  
St John Houghton Catholic Voluntary Academy  
Blessed Robert Sutton Catholic Sports College



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