



St Ralph Sherwin
Catholic Multi Academy Trust



St Mary's Catholic Voluntary Academy

Part of St Ralph Sherwin Catholic Multi Academy Trust

St Mary's Catholic Voluntary Academy, Broadway, Derby, DE22 1AU



Application Pack

Nursery Teacher
St Mary's Catholic Voluntary Academy
Derby

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 1st 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, St Ralph Sherwin Catholic Multi-Academy Trust

About St Mary's



St Ralph Sherwin
Catholic Multi Academy Trust



St Mary's Catholic Voluntary Academy

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St Mary's Catholic Voluntary Academy, Broadway, Derby, DE22 1AU

Tel: 01332 554831

Thank you for your interest in this post I hope the following is of use to you.

St Mary's School is a very old foundation (before 1814) working within a new building (built in 2002). It is located on Broadway and is one of the most modern schools in the Country and has, almost certainly, the best location anywhere. Recent Ofsted and Diocesan Section 48 reports showed the school to be 'Good with outstanding features'.

The school is an aided one and enjoys excellent relationships with both the Diocese and the Local Authority.

St Mary's School enjoys a very good local reputation both for standards attained and for the behaviour of its pupils. We seek to support this by establishing and maintaining a positive atmosphere, which promotes learning. The school has a range of extra curricular activities and also organises a range of visits, one of which is residential. We would seek to further develop the wider life of the school and will be looking for someone who will promote these aspects of our school in their work.

St Mary's performance and reputation ultimately relies upon the hard work of its pupils and staff. The staff are a friendly, purposeful, hard working and committed group who also enjoy each others company. The pupils are friendly, supportive and very self-confident.

The school is Catholic and faith maintenance is very important to us. We believe that this begins with us visibly caring for each child. We have a strong commitment to safeguarding and pastoral care. This post is not restricted to Catholic applicants, but an understanding and commitment to our caring ethos is vital.

The Governors at St Mary's Catholic Voluntary Academy, part of the St Ralph Sherwin Catholic Multi Academy Trust, are seeking to appoint an outstanding, inspirational FS Nursery Teacher to become part of our team.

We are looking for an outstanding FS Nursery Teacher who is a highly skilled practitioner with the ability to motivate and inspire. You will need to be committed to children's learning, have high aspirations, drive and ambition with the ability to work collaboratively with all stakeholders. You will have a proven record of raising achievement in a Foundation Stage setting as well as being creative and flexible.

In return we will offer the successful applicant a welcoming and supportive team where everyone is committed to staff development and raising standards for all in an enjoyable and purposeful environment.

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Applications are welcomed from both experienced and newly qualified teachers. NQT's will be supported throughout their induction by experienced mentors.

We warmly encourage applicants to visit our warm and friendly school. Please contact the school office to arrange an appointment.

How to apply

For more information, an application pack and to apply please visit www.srscmat.co.uk/vacancies or email vacancies@srscmat.co.uk

Pay Range:	Main Pay Range—Upper Pay Range
Contract:	Permanent
Hours:	Full Time
Start Date:	1 September 2019
Closing date:	12 Noon Monday, 13 May 2019
Shortlisting:	Tuesday, 14 May 2019
Interviews:	Friday, 17 May 2019

The St Ralph Sherwin Catholic Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to satisfactory references, an enhanced Disclosure and Barring Service (DBS) check, medical check, evidence of qualifications plus verification of the right to work in the UK.

The Trust will endeavor to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

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Job Description

St Mary's Catholic Voluntary Academy

(part of the St Ralph Sherwin Catholic Multi Academy Trust)

Nursery Teacher Job Description

Role of the Class Teacher

The school was founded by and is part of the Catholic Church. It is one of the formal mechanisms through which the Church's educative mission is fulfilled and is to be conducted as a Catholic School in accordance with the canon law and teachings of the Roman Catholic Church, and in accordance with the Trust Deeds of the Diocese of Derby & Nottingham. The Headteacher is the school's leading professional.

The prime purpose of the class teacher's role is to support the Headteacher by:

- Helping to develop the school as a faith community.
- Ensuring you provide high standards of learning and achievement in a search for truth and freedom for the greater glory of God and benefit of all humanity.
- Ensuring that at all times the activities for which you are responsible serve as a witness to the Christian faith.

The general duties and responsibilities of the role are:

- To carry out the statutory secular tasks of a teacher laid down in the current School Teachers' pay and Conditions of Service document in the light of the procedures and guidelines adopted by the Governing Body.
- To contribute to the religious character of the school.

Core Requirements of the Post

In fulfilling the requirements of the post the teacher will demonstrate essential professional characteristics as outlined in 'The Professional Standards for Teachers'. The professional standards are statements of a teachers' professional attributes, professional knowledge and understanding, and professional skills. They provide clarity of the expectations at each career stage. These expectations include: -

Planning, Teaching and Class Management

Teach allocated pupils by planning their teaching to achieve progression of learning through:

- Using a variety of teaching strategies which involve differentiation, planned first-hand experience and quality first teaching
- Making effective use of assessment and ensuring coverage of programme of study
- Identifying clear teaching objectives and specifying how they will be taught and assessed
- Setting tasks which challenge pupils and ensure high levels of interest
- Setting appropriate and demanding expectations in line with National averages
- Setting clear targets, building on prior attainment
- Identifying SEN and very able pupils as well as vulnerable groups

Job Description

- Providing clear structures for lessons maintaining pace, motivation and challenge
- Ensuring effective teaching and best use of available time
- Monitor and intervene to ensure sound learning and discipline
- Use a variety of teaching methods to:
 - I. match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
 - II. use effective questioning, listen carefully to pupils, give attention to errors and misconceptions
 - III. select appropriate learning resources and develop study skills through library, ICT and other sources;
- Ensuring pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught
- Evaluate and reflect on their own teaching critically to improve learning outcomes
- Taking account of pupils' needs by providing structured learning opportunities which develop the areas of learning identified in national and local policies and particularly the foundations for Literacy and Numeracy
- Encouraging pupils to listen attentively, to communicate, record and assess their learning, by developing self control, independence, concentration and perseverance
- Working effectively with parents and other adults as appropriate

Monitoring, Assessment, Recording, Reporting – to:

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching
- Mark and monitor pupils' work, give constructive feedback and share targets as required
- Assess and record pupils' progress, using the agreed school's systems, to keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving
- Prepare and present informative reports to parents

Curriculum Responsibility

Teachers will also take responsibility for the leadership and management of a subject area(s).

This will involve:-

- Cooperate with colleagues in ensuring that subject policies and schemes are up to date and relevant to the needs of the children
- Monitoring the provision of the subject across all three key stages, ensuring consistency of approach to learning, teaching, planning, assessment and evaluation
- Having a clear understanding of subject specific standards and areas for development which feed into a subject action plan for inclusion in the whole school development plan
- Mentor, coach, support other staff using particular subject interest, knowledge and expertise.

Conducting an annual audit of subject area(s), providing a written report to the Head Teacher, which includes proposals for development targets, strategies and resources for purchase.

Attend review meetings with governors on an annual basis.

Job Description

- Participating in drawing up the School Development Plan
- Prioritise and organise resources, ensuring they are maintained and fit for purpose, and within the budgetary arrangement at the time ensure that the teaching programmes are resourced effectively.
- Developing greater expertise in that subject(s) and keeping abreast of new developments by attending courses, reading appropriate literature, etc and feeding back at staff meetings.

Other Professional Requirements – to:

- Have a working knowledge of teachers' professional duties and legal liabilities
- Operate at all times within the stated policies and practices of the school
- Keep a professional portfolio whilst moving through the Core Standards, as outlined in the Professional Standards for Teachers, to enable application for Post Threshold
- Establish effective working relationships and set a good example through their presentation and personal and professional conduct
- Endeavour to give every child the opportunity to reach their potential and meet high expectations
- Contribute to the wider life of the school through effective participation in school meetings, PTA events, Parish/Liturgical events and collaborative opportunities
- Take responsibility for their own professional development and duties in relation to school policies and practices
- Establish and maintain effective working relationships with colleagues and parents
- Take on any additional responsibilities, which might from time to time be determined.

General

- Duties must be carried out within the LA and school's code of conduct and agreed working practices, including Equal Opportunities Policies
- Work carried out must accord with current legislation and / or regulations
- You have a responsibility for your own safety and therefore must not endanger your own safety, nor must you endanger the safety of colleagues / visitors to school
- You may be required to undertake other duties commensurate with your grade in relation to a post of this nature

Job Description

POST-THRESHOLD STANDARDS

As a post-threshold teacher, you will fulfil all the requirements set out in the Core Professional Standards as well as demonstrate the following by;

Professional Attributes

- Contribute significantly, where appropriate, to implementing workplace policies and practice and to promoting collective responsibility for their implementation (P1)

Professional Knowledge and Understanding

- Have an extensive knowledge and understanding of how to use and adapt a range of teaching, learning and behaviour management strategies, including how to personalise learning to provide opportunities for all learners to achieve their potential.(P2)
- Have an extensive knowledge and well-informed understanding of the assessment requirements and arrangements for the subject areas they teach, including those related to public examinations and qualifications. (P3)
- Have up-to-date knowledge and understanding of the different types of qualifications and specifications and their suitability for the learners' needs. (P4)
- Have a more developed knowledge and understanding of their subject(s) and related pedagogy including how learning progresses within them. (P5)
- Have sufficient depth of knowledge and experience to be able to give advice on the development and well-being of children and young people. (P6)

Professional Skills

- Be flexible, creative and adept at designing learning sequences within lessons, and across lessons that are effective and consistently well matched to learning objectives and the needs of the learners and which integrate recent developments including those related to subject/curriculum knowledge. (P7)
- Have teaching skills which lead to learners achieving well relative to their prior attainment, making progress as good as, or better than, similar learners nationally. (P8)
- Promote collaboration and work effectively as a team member. (P9)
- Contribute to the professional development of colleagues through coaching and mentoring, demonstrating effective practice, and providing advice and feedback (P10)

General

- Duties must be carried out within the LEA and school's code of conduct and agreed working practices, including Equal Opportunities Policies
- Work carried out must accord with current legislation and / or regulations
- You have a responsibility for your own safety and therefore must not endanger your own safety, nor must you endanger the safety of colleagues / visitors to school
- You may be required to undertake other duties commensurate with your grade in relation to a post of this nature

Person Specification

	ESSENTIAL	DESIRABLE
Faith Commitment		
Practising Catholic		√
Understanding of the distinctive nature of a Faith School	√	
Understanding of and commitment to the teaching of RE	√	
Willing to lead collective Acts of Worship	√	
Education, Experience and Training		
Qualified teacher status	√	
Catholic Certificate of Religious Studies or equivalent		√
Willing to participate and contribute to professional development	√	
Teaching & Learning/Curriculum		
A sound understanding of teaching at FS/KS1	√	
Substantial experience of teaching at FS (including Nursery)	√	
Ability to provide a safe, stimulating, rigorous and suitably challenging learning environment	√	
Ability to organise and implement an enjoyable and appropriate curriculum which responds to children's needs	√	
An understanding of inclusion within the class and school environment	√	
A positive approach to school discipline and behaviour	√	
Ability to analyse and use data effectively	√	
An understanding of current issues/research relating to 'How Children Learn Best'.	√	
Effective relationships		
Ability to communicate effectively with children and staff	√	
Ability to develop appropriate links with parents and the wider community (including external agencies)	√	
Willing to share practice with colleagues and take advice	√	
Personal Skills and Abilities		
Effective communication skills both written and oral	√	
Good interpersonal and intrapersonal skills	√	
Confidential References and Reports		
Written references	√	
Confirmation of professional qualifications	√	
Positive recommendation from current employer	√	
Satisfactory health and attendance record	√	

Information for Applicants

How to apply

If you wish to apply, please download, complete and email your application form and associated documents to 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 of **09:00am Monday, 13 May 2019**. We are now monitoring our recruitment advertising and would be grateful if you could fill in the 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.

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

St Ralph Sherwin Catholic Multi-Academy Trust

On 1st September 2018, the St Ralph Sherwin Catholic Multi-Academy Trust brought together 25 Catholic schools located in Derby City, Derbyshire, Nottinghamshire and 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 St 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 Voluntary Academy , Derby
St Mary's Catholic Voluntary Academy , 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 , Derby
St Thomas More Catholic Voluntary Academy, Buxton
St Philip Howard Catholic Voluntary Academy , Glossop
St John Houghton Catholic Voluntary Academy , Ilkeston
Blessed Robert Sutton Catholic Voluntary Academy, Burton



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