



St Ralph Sherwin  
Catholic Multi Academy Trust



## Blessed Robert Sutton Catholic Voluntary Academy

Part of St Ralph Sherwin Catholic Multi Academy Trust

Bluestone Lane, Stapenhill, Burton on Trent, DE15 9SD 01283 749456

Email: [office@robertsutton.staffs.sch.uk](mailto:office@robertsutton.staffs.sch.uk)



# Application Pack

Blessed Robert Sutton Catholic Voluntary Academy  
Burton on Trent

# Welcome



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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, St Ralph Sherwin Catholic Multi-Academy Trust



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### The School—Background Information

Blessed Robert Sutton Catholic Voluntary Academy is a mixed Voluntary Catholic Academy with 630 pupils on roll, serving the local Catholic parishes of Burton upon Trent. The school also admits a number of children of other faiths and of no faith each year according to criteria established by the Diocese and Trust.

From September 2018, the school converted to Academy status as a member of the St Ralph Sherwin Catholic Multi-Academy Trust: established by the Catholic Diocese of Nottingham.

Our most recent section 5 Ofsted report in May 2013 described the school as a school that Requires Improvement, although it identified a number of strengths including pupils Personal Development, behaviour and welfare.

In a Monitoring visit in June 2018, Ofsted reported;

**“Pupils feel safe and are well looked after. Pastoral staff know their pupils well and use a broad range of external support to address the needs of the most vulnerable. The focus on developing reading in Years 7 and 8 has led to improved reading across the school. Pupils’ personal development is well supported through assemblies and the form time curriculum.”**

Our faith underpins the ethos of the school and visitors often comment on the calm and purposeful atmosphere in the school. We work constantly to maintain this ethos by supporting our pupils and our staff in ways that allow them to develop positive relationships. Discipline in the school is based on gospel values that recognise each person’s individuality.

The Leadership team comprises of the Headteacher, Deputy Headteacher, and three Assistant Headteachers.

As Deputy Headteacher positions in Roman Catholic schools are ‘reserved posts,’ there is a requirement that the successful candidate be a practising Catholic in order to maintain the Catholic ethos of the school.

Blessed Robert Sutton Catholic Voluntary Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. As the post has access to children, all applicants will be required to undertake DBS clearance.





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### Terms and Conditions of employment

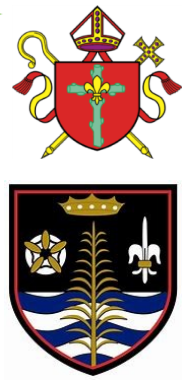
Below is a summary of the relevant conditions of service attached to this post.

- The position is full-time permanent
- The salary payable is Leadership Scale Point 14 (within band 14 to 18), by Bank Credit Transfer, on or before the 25th of each month.
- Teachers' terms and conditions of employment apply and will be confirmed by the Human Resources Department of St Ralph Sherwin Multi-Academy Trust
- Successful candidates will be practising Catholics
- Successful candidates will sign the CES teachers' contract of employment
- The appointment(s) will be subject to the school receiving satisfactory medical clearance and a satisfactory Enhanced Disclosure (DBS) check.
- The appointment(s) will be subject to references
- The school operates a no smoking policy in all buildings and grounds

### Enhanced Disclosure

Blessed Robert Sutton Catholic Voluntary Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The post you are applying for involves working with young people. It is, therefore, exempt from the Rehabilitation of Offenders Act and any offer of employment will be subject to an Enhanced Disclosure. As this post is exempt from the Rehabilitation of Offenders Act, you must declare any convictions, including pending convictions, cautions, reprimands and warning which would otherwise be regarded as 'spent' under this Act. Further details will be sought prior to appointment.

An Enhanced Disclosure is carried out by the Disclosure and Barring Service (DBS) and will check criminal records for information on any convictions, cautions, reprimands and warnings held on the Police National Computer and on local Police records. All information on criminal records provided both by you and within the Enhanced Disclosure will be used, stored and disposed of in confidence and in line with the Disclosure and Barring Service Code of Practice of Disclosure Information. If your application is successful, you will receive further information on how to complete the Disbarring and Barring Service check.



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### Teaching Assistant

**Grade/SCP: Band 2 SCP 3**

**Hours: 16 Hours a week, term time only (39 weeks per year)**

**Actual Salary: £6,602.55 pro-rata for term time only**

**Contract: Fixed Term until August 31**

**Location: Blessed Robert Sutton Catholic Voluntary Academy, Bluestone Lane, Stapenhill, Burton on Trent, Staffordshire DE15 9SD**

Blessed Robert Sutton Catholic Voluntary Academy, part of the St Ralph Sherwin Catholic Multi-Academy Trust are seeking to appoint an experienced Teaching Assistant to join our busy, hardworking team.

We are seeking to appoint a passionate and committed Teaching Assistant who will work as part of a very effective and well supported team of Teaching Assistants. The successful candidates will have a varied role, which involves supporting the teacher in all aspects to ensure that pupils receive the most effective support. You will be able to demonstrate a practical, hands on approach to supporting teaching and be prepared to go above and beyond.

Your duties will include:

Providing day to day classroom support to the children, and assisting with pupil behavior  
Committing to raising the aspirations and achievement of all our pupils  
Establishing good relationships and acting as a role model  
Encouraging students to interact with others and engage in activities led by the teacher in order to improve professional development  
Helping to plan lessons by preparing materials and resources

### How to apply

For more information, an application pack and to apply please visit <https://srscmat.co.uk/vacancies> or email [vacancies@srscmat.co.uk](mailto:vacancies@srscmat.co.uk).

**Closing date: Tuesday, 3 September 2019**

**Interviews: W/C 9 September 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

## St Ralph Sherwin Catholic Multi-Academy Trust

On 1<sup>st</sup> September 2018, the St 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 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 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 Voluntary Academy



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