



Specialist Science and Sports College









Application pack for the position of Principal

Closing date: Noon on Monday 22nd February 2021

Shortlisting: Thursday, 25th February 2021

Interviews: Tuesday, 23rd and Wednesday, 24th March 2021

"It has ever been my delight to read, to study and to teach."

— St. Bede

Welcome from the Governors

Dear Prospective Applicant

Thank you for taking an interest in becoming the next Principal of St. Bede's Catholic College.

St. Bede's is a mixed Catholic Comprehensive Academy, 11-18, with 1177 pupils, 194 of whom are in the 6th Form that was established in September 2013.

Whilst our students come from a broad range of backgrounds and have diverse academic needs, they all share Catholic values that underpin and permeate everything in the community, giving St. Bede's the 'family' atmosphere that is commented on by anyone who has contact with the college.

Our development and improvement plan outlines the direction we plan for the college. We are looking for a candidate who will lead us in realising this plan and shaping the future direction of this great place of learning. Our next Principal will be able to lead us through the national and local challenges which lie ahead within a changing landscape in education.

It is important that applicants can demonstrate adaptability and flexibility and ensure our college continues to flourish, well into the future. We are looking for an inspirational, existing head teacher or an outstanding and capable member of a successful leadership team who can demonstrate that they have the ability to provide outstanding leadership.

We work within the Diocese of Clifton in cooperation with the Catholic Department for Education, our partner primary schools and within the Newman Partnership so that together we can provide a quality education for the greater good. Our new Principal will need to demonstrate their Catholic faith and the ability to provide the Catholic leadership that this college requires. The diocesan strategy is for all schools within Clifton diocese to become MAT ready by September 2021.

If you are appointed you will be supported by excellent staff, outstanding students, supportive families and a governing body which, with you, will enable St. Bede's to build on its present excellent practice and to embrace the change necessary to take it to the next stage of its journey.

This position has arisen due to the retirement in August 2021 of our current Principal, Garry Maher.

I would encourage you to view the virtual tour of St Bede's which can be found https://bit.ly/3oJcP1W where you will see for yourself this wonderful place of learning.

Please contact us if you would like any further information

Mrs Elizabeth White

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Chair of Governors

Mrs Teresa Gilpin Vice Chair of Governors

2



Governors of St. Bede's Catholic College are seeking to appoint an outstanding and inspirational Principal to lead our college

St. Bede's, a Catholic Academy with 1177 pupils aged 11-18, has a superb reputation locally, within the Diocese and nationally. Our specialist subjects are those of Science and Sports. We are recognised by the Diocese as an Outstanding Catholic school and work closely with SSAT supporting the Leadership Legacy project. In addition, we hold Beacon status for Holocaust Education, the Geography Quality Mark and an award from the Incorporated Society of Musicians in recognition of excellence in Music. More recently we have been recognised for 'Leadership through moral purpose', 'engaging with evidence and research' and for our outstanding results by SSAT. The College has also recently been awarded the Leading Parent Partnership award in recognition of our work with parents and Investor in People accreditation.

The ideal person for this post must be a practising Catholic and will have:

- A track record as an outstanding teacher and leader
- Vision, creativity, energy and ambition
- A deep knowledge about teaching and learning
- A determination to ensure no student is left behind
- A good understanding of data, timetabling and the curriculum
- Experience and success within a leadership team
- An ability to lead in all academic, pastoral care and financial matters
- Excellent leadership, communication and interpersonal skills
- Total commitment to securing high standards from and through others
- The ability to lead and inspire colleagues

If you are an existing Head teacher or a member of a successful leadership team with a proven track record of success, a strategic thinker with the skills, ability and passion to help young people flourish within a great college, we would be delighted to hear from you.

To arrange a discussion with the Chair or Vice Chair of Governors, please contact the College on 0117 377 2216 or c.walker@stbcc.org.

A relocation package may be available and salary negotiable for an appropriately experienced candidate.

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Salary in the region of £88k depending on experience, academic qualifications and performance record.

St Bede's is currently a Group 7 school as outlined in the School Teachers Pay and Conditions document.

Offers of employment are subject to Enhanced Disclosure and Barring Service checks, excellent references without reservation and medical clearance.

Further information and application details are available from our website: www.stbedescc.org, by emailing c.walker@stbcc.org.

St Bede's is a charitable company limited by guarantee. Company Number 07798550.

About St. Bede's Catholic College

St Bede's serves families within the Diocese of Clifton including parts of Bristol, North Somerset and South Gloucestershire. Our core mission is to ensure each child is challenged intellectually and given every opportunity to flourish and grow spiritually within a Christian environment. We are committed to helping the students we serve maximise their educational opportunity by using the resources at our disposal as efficiently and effectively as possible. Our College vision is "In Novitate Vitae" – towards new life and our motto is – "A Christian Community Learning and Growing Together". The motto in the 6th form is 'Areté' – be the best you can be!

The College, which has an excellent reputation for its academic performance, was judged in 2015 by the Diocese to be an "Outstanding School" and re-affirmed at the interim review in 2018. Ofsted, in 2014, judged Achievement and Teaching and Learning to be good. Leadership, Management, Behaviour and Safety were each judged to be outstanding. The college is regularly in the top 10% of schools nationally.

Our specialist subjects are those of Science and Sports and we hold the following:

- Academy Sponsor 2014
- Leading Edge Status 2014
- Beacon status for Holocaust Education 2014
- School Games Organiser 2014
- Secondary Geography Quality Mark 2014
- Incorporated Society of Musicians Gold Award 2016
- The National Entrepreneurial School Awards Runner Up 2016
- Investors in People 2018
- SSAT Award for Pupil Outcomes 2018
- SSAT Award for Leadership Through Moral Purpose 2018
- SSAT Award for Transforming and Engaging with Evidence and Research (2019)
- Leading Parent Partnership Award (2020)
- IiP Re-Accreditation (2020)

"Pupils, parents and staff all make very positive comments about the culture of care, support and concern for all pupils' well-being and all-round development, as well as their academic achievement. This is a clear strength of the school and testament to your strong leadership and the school's impressively positive ethos and well- established and widely applied set of values." - Ofsted 2016

A great education within a Christian environment

St. Bede's Catholic College is a great place of learning with a unique culture and climate. Visitors comment on a calm and industrious place where children are stimulated and challenged to develop their talents and encouraged to strive for excellence. Achievement and effort are valued and celebrated. Within and outside the classroom numerous opportunities exist for young people to unlock their talents and develop self-worth, esteem, confidence, resilience and independence.

Children are enthusiastic about life in college and embrace the many opportunities to grow in faith, developing religious understanding, a respect for other faiths and a sense of service. Spiritual and moral development lies at the heart of our work and is a major strength within this vibrant faith community, where every child is valued.



The staff team is warm and collegiate, with teachers whose passion for refining their own subject expertise and classroom practice makes them just as committed as their students to being the very best they can be. There is little change in the staff year-to-year, mostly due to promotion or relocation, which means that staff enjoy excellent professional relationships with students.

"This is an outstanding school, with clear, focused and inspirational leadership and an unequivocal commitment to the provision of excellence." - Diocesan Inspection 2015

"The provision of opportunities for spiritual, moral, social and cultural development is outstanding. Students may participate in a very wide range of clubs and activities, including the Duke of Edinburgh Award scheme, visits to other countries and fundraising for charities." - Ofsted 2014

Enabling young people to achieve academic excellence

Young people are encouraged to strive for excellence in every aspect of their work. We hold high expectations of ourselves and all those who work within our community and these translate to the children in our care. They are enabled from the early stages to be active, enquiring and critical open minded thinkers; to be ambitious for themselves and broaden their horizons.

The college has a long-standing tradition of scholarship and academic success. The value of hard work is never underestimated; this, coupled with inspirational and passionate teaching, enables everyone to fulfil their potential and walk tall with confidence. The college also enjoys a proud tradition of sporting success: St. Bede's Year 10 and 11 boys rugby teams are both the current Bristol Schools Cup champions, and our Year 7 boys five-aside football team and girls basketball teams are also the Bristol and South West regional champions.

As important and impressive as they are, education at St. Bede's is about much more than examination results and sporting success as you will discover when you visit this vibrant community where quality is all pervading.

"The college works closely with students and parents to ensure that learners develop excellent study skills and highly positive attitudes to learning, with a very strong impact on learning."- Ofsted 2014



"The overwhelming majority of parents believe that the school keeps their children safe and cares for them well. Pupils enjoy coming to school. They make strong progress in a wide range of subjects as a result of good teaching. Work in pupils' books and folders supports leaders' analysis of current pupils' progress and their identification of subjects with strong performance." - Ofsted 2016

Teaching and Learning in Areté

An outstanding college where students are encouraged to excel.

At Areté we strive for academic excellence by enabling students to achieve their full potential. Combining academic work with an extensive co-curricular programme prepares each individual for a full and rewarding life.

The college has a distinctive culture and climate where staff strive to promote a love of learning and intellectual curiosity. Our young people are valued, stimulated and challenged to develop their talents to the full, whatever their ability within a calm and industrious environment. High standards are expected from our students so that they become active, critical and open-minded thinkers. St. Bede's is a place where achievement, effort and diversity are valued and celebrated.

Students are encouraged to take ownership of their learning and to track their own progress against challenging targets. Good conduct and industry are the expected standards during these important years of education. Working to be the best you can be, is our aim and expectation for students and staff.



"In the sixth form it is evident that all teachers have excellent subject knowledge. Learners develop excellent study skills and highly positive attitudes to learning." - Ofsted 2014

An Enriched Learning Experience



Opportunities for all to experience activities which broaden horizons, developing leadership, resilience and confidence

Because we believe in the development of the whole person, Areté offers a co-curriculum which enhances self-esteem, resilience, confidence, self-reliance, independence and leadership. As a community that inspires service, students are encouraged to put themselves forward for positions of responsibility and to engage in active learning outside the classroom. Duke of Edinburgh, debating, theatre visits, sport and foreign travel including World Challenge are all highly regarded by our young people.

The Sixth Form is at the forefront of our college and students are encouraged to take a role in facilitating clubs and activities for lower school and to mentor younger students. Students benefit from state-of-the-art facilities such as the Multi-Use Games Area (MUGA) and a fitness suite, the Theatre Benedictus – a fully-equipped lecture theatre – and a Chemistry laboratory modelled on Bristol University's own. These facilities ensure that students profit fully from a learning environment that is not only conducive to the pursuit of excellence at A-level, but also equips them to succeed in higher education.

A wide variety of activities and social events enrich and extend student life physically and socially. Balancing fun activities alongside study helps develop key life skills such as discipline, resilience and time management.

Areté enriches and strengthens our whole community.

"The provision of opportunities for spiritual, moral, social and cultural development is outstanding and students participate in a very wide range of clubs and activities." - Ofsted 2014

St. Bede's Catholic College

At a glance.....



Diocesan Inspection	Outstanding 2015		
Ofsted Inspection	Good with Outstanding 2014, 2016		
Specialisms	Science and Physical Education		
Age range	11-18		
Number of Students	1177		
Total number of staff	148		
Teaching Staff	82		
Support Staff	66		
Budget 2019-2020	£6,140,000		
% of students on Free School Meals	70 students / 6%		
% of students with Special Educational Needs	73 students / 6%		
% of students with English as an Additional Language	250 students / 21%		
Attainment	2019	2020	
% of students achieving 9-5 in English and Mathematics	56%	68%	
Attainment 8 GCSE	5.8	5.9 (estimate)	
Progress 8 GCSE	0.17	0.37 (estimate)	
Grades at A*-C @ A Level	59	86	
Grades 3 A*-E @ A Level	86	94	

Bristol is lively and dynamic, cosmopolitan and ambitious, truly a 21st-century city, combining a rich maritime heritage, state-of-the-art attractions, world-class events, a wonderful shopping quarter and a richly deserved status as a City of Learning.

"The behaviour of students is outstanding; they are courteous, polite to each other, staff and visitors. They are proud of their college and treat the facilities with respect. The college's work to keep students safe and secure is outstanding." - Ofsted 2014

Job Description

Job purpose

The Principal is responsible for providing vision, leadership and direction for the college in line with the principles and identity required of a Catholic college. They will ensure that it is managed and organised to fulfil its aims and appropriate targets.

The National Standards of Excellence for Head teachers (2020) define the high standards which are applicable to all Principal roles within a self-improving school system. The Teachers' Standards (2011), including the Personal and Professional Code of Conduct which applies to all teachers, provide a foundation upon which the standards for head teachers are built. Within this framework, the Governing Body, Diocese and Local Authority are seeking to emphasise the following aspects in the key areas of headship:

Key Areas of Responsibility

- 1. Catholic purpose and identity of the college
- 1.1 Ensure that the Catholic identity is reflected in every aspect of the life of the college, in particular in the curriculum, the day-to-day organisation of the college, staff development, staff and student relationships and the partnership between college, home, parish, local community, other schools, and other agencies. This duty provides the context for the proper discharge of all other duties and responsibilities.
- 1.2 Promote and safeguard the welfare of children and young persons for whom the college and Governing Body is responsible and those with whom they come into contact.
- 1.3 Ensure the spiritual and moral development of individuals is promoted through all aspects of college life but particularly through the prayer life and liturgy of the college.

2. Leadership in Catholic education

- 2.1 Provide high quality professional Catholic leadership and management of the college, securing success and driving continuous improvement.
- 2.2 Understand and communicate the mission of our Catholic college.
- 2.3 Promote Gospel values in policy, practice and relationships to enable our students to flourish as rounded individuals.
- 2.4 Ensure that the religious education programme is given full regard both in the classroom and across the college.
- 2.5 Lead by example, providing inspiration and motivation for students, staff, governors and parents, demonstrating the vision and values in everyday work and practice in order to create a shared culture and positive climate.
- 2.6 Establish a culture that promotes excellence, equality and high expectations of all students and an understanding and respect of other cultures.
- 2.7 Develop an understanding of the leadership role through regular reading and participation in appropriate courses.

3. Strategic direction and shaping the future

- 3.1 Develop the college in line with key strategic priorities.
- 3.2 Work with the Governing Body to ensure that the vision for the college is clearly articulated, shared, understood and acted upon effectively by all.
- 3.3 Work within the college community to translate the vision into agreed objectives and operational plans which will promote and sustain college improvement.
- 3.4 Create and implement a strategic plan, underpinned by sound financial planning, which aims for personal and academic excellence for each member of the college community.
- 3.5 Ensure that policies and practices take account of national, local and diocesan advice.
- 3.6 Lead in formulating, implementing, monitoring and reviewing policy and practice together with the Governing Body.

4. Leading, learning and teaching

- 4.1 Interpret aspirations for student achievement in the light of Gospel values and the teachings of the Church.
- 4.2 Create and maintain an environment which promotes and secures creative, responsive and effective approaches to learning and teaching, high expectations and high standards of achievement.
- 4.3 Ensure that learning and teaching is at the centre of strategic planning and resource management.
- 4.4 Determine and organise the curriculum so there are real, relevant and planned opportunities to embed purposeful links and connections with religious education, collective worship, liturgy, prayer and provision for students' spiritual, moral, social and cultural development.
- 4.5 Promote high standards of behaviour and models of behaviour management that are characterised by self-discipline that is nurtured and exercised out of respect for the dignity of every person and Gospel values.
- 4.6 Promote strategies for inclusion and access to a broad, balanced and relevant curriculum that is suited to the abilities and aspirations of all our students.
- 4.7 Promote students' spiritual growth and maturity from a perspective of faith, through the planned curriculum, relationships within the college, and their experience of living and working as part of the college community.
- 4.8 Establish and maintain effective systems of planning, assessment for learning, recording and reporting, using data and benchmarks to monitor progress in every student's learning.
- 4.9 Monitor and evaluate curricular provision, regularly review classroom practice and the achievement of all students in order to set and meet challenging, realistic targets for continuous improvement.

5. Developing self and working with others

- 5.1 Lead all staff in the development and the continuing formation of the college's Catholic identity.
- 5.2 Promote the Gospel values of service and sacrifice in modelling leadership for others.
- 5.3 Develop and maintain a culture reflecting high expectations for self and for others and take appropriate action when performance is unsatisfactory.
- 5.4 Create a positive and collaborative learning culture within the college by treating people fairly, equitably and with dignity, justice and respect to create and maintain the Catholic ethos.
- 5.5 Plan, allocate, support and evaluate work undertaken by groups, teams and individuals, ensuring that there is a clear delegation of tasks and devolution of responsibilities.
- 5.6 Develop and maintain effective strategies and procedures for staff induction, professional development and performance reviews.
- 5.7 Acknowledge the responsibilities and celebrate the achievements of individuals and teams.
- 5.8 Share leadership, build teams, and work co-operatively and collaboratively within the college and the parish community to achieve the college's mission.
- 5.9 Manage one's own workload and that of others to allow for an appropriate work/life balance.

6. Managing the organisation

- 6.1 Create an organisational structure which reflects the college's values and mission statement and enables the management systems, structures and processes to work effectively in line with legal requirements.
- 6.2 Produce and implement clear, evidence-based improvement plans and policies for the development of the college and its facilities.
- 6.3 Work with governors and senior colleagues to recruit and employ staff, and consider how each person appointed will contribute to building the college's Catholic mission and educational goals and priorities.
- 6.4 Manage the college's financial and human resources effectively and efficiently to achieve the college's educational goals and priorities.
- 6.5 Ensure that the range, quality and use of all available resources is monitored, evaluated and reviewed to improve the quality of education for all students and to provide value for money.
- 6.6 Implement successful performance management processes which reflect the Catholic identity of the college.
- 6.7 Manage and organise the college environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations.

7. Securing accountability

- 7.1 Fulfil commitments arising from contractual accountability to the Governing Body.
- 7.2 Work with the Chair of Governors to enable the Governing Body to meet its responsibilities in relation to specific requirements of governance in a Catholic college in terms of the Trust Deed, admissions, personnel and financial matters.

- 7.3 Provide information, objective advice and support to the Governing Body to enable it to meet its responsibilities.
- 7.4 Ensure individual staff accountabilities are clearly defined, are in accordance with the aims and objectives of the college, are understood and agreed and subject to rigorous review and evaluation.
- 7.5 Provide and present a coherent and accurate account of the college's performance to a range of audiences (including governors, parents and carers, the diocese, the DfE, EFA, the local community and OFSTED) to enable them to play their part effectively.

8. Strengthening community

- 8.1 Be committed to the good of the community, not only to our family of colleges, but to the local and wider Catholic community we serve.
- 8.2 Promote and support the positive benefits of living within a culturally and ethnically diverse society, building a college culture and curriculum that is inclusive and respectful of all cultures, faiths and beliefs since the Church believes that every individual has unique value in the eyes of God.
- 8.3 Ensure that learning experiences for students are linked into opportunities provided in the local and global community.
- 8.4 Create and maintain an effective partnership with parents and carers to support and improve students' achievement and their religious, spiritual, moral and cultural development.
- 8.5 Encourage parents to support their children's learning, including their spiritual and religious development and sacramental preparation.
- 8.6 Seek opportunities to invite parents and carers, community figures, businesses and other organisations into the college to enhance and enrich the college and its value to the wider community.
- 8.7 To contribute to the development of the education system by sharing effective practice, working in learning networks and partnerships with other colleges, our partner primaries and the Newman Partnership and by promoting innovative initiatives.
- 8.8 To co-operate and work with the relevant agencies to protect children.

9. Other relationships

The Principal is required to work in partnership with the Clifton Diocese, the Department for Education, the EFA, DfE and other relevant organisations.

10. Other duties

Undertake such other duties as may reasonably be expected by the Governing Body.

Person Specification

Principal Person Specification	Essential	Desirable
Qualifications and professional development		
Qualified teacher status.	√	
Graduate qualification.	√	
Holding or in the process of completing the NPQH, MBA or another relevant qualification (e.g. Master's degree).		✓
Evidence of recent professional development in relation to leadership and	√	
Has successfully undertaken appropriate safeguarding training.	√	
Faith commitment		
Practising Catholic.	√	
Demonstrable commitment to Catholic ideals.	√	
Catholic Teacher's certificate or equivalent theological qualification.		√
Experience		
Experience of senior leadership in a secondary school.	√	
Experience of senior leadership within an 11-18 school.	·	*
Relevant experience in more than one school.	√	
Experience of managing a significant budget.		*
Experience of developing and motivating staff.	√	
Proven record of raising student achievement.	√	
Experience of developing and sustaining positive collaborative relationships with a wide range of internal and external stakeholders.	√	
Skills and attributes		
A strategic thinker	1	
The ability to build and communicate a coherent, distinctive vision.	√	
An inspiring disposition who can challenge and motivate others to attain high goals.	✓	
The ability to plan collaboratively, prioritise and delegate effectively.	√	
Driven to bring about improvements and challenge underperformance.	√	
The ability to tackle difficult issues in a proactive and positive way.	√	
Disposition to deal sensitively with people and resolve conflicts.	√	
The capability to build an open, fair and equitable culture.	√	
Analytical ability	√	
Outstanding communication and interpersonal skills.	√	
The ability to think creatively	√	
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Professional knowledge and understanding		
A good up to date knowledge of recent and future developments in education and the skills to apply these in the college.	√	
A thorough understanding of the legislation governing schools.	√	
Clear understanding of what constitutes quality teaching, learning and assessment.	√	
Knowledge of monitoring and evaluating performance effectively	√	
Knowledge of best practice and procedures for safeguarding children and young people.	✓	
Knowledge of regulatory and inspection frameworks (Ofsted and Diocesan).	√	
Knowledge and understanding of how technology can be used to improve education provision.	√	
Personal qualities		
A positive role model for students and staff.	√	
A commitment to comprehensive education and a clear understanding of the issues relevant to this college.	√	
Honesty and integrity.	√	
A well-developed self-awareness.	√	
A natural authority and strong presence both within college and the wider community.	√	
Strong leadership, underpinned with the skills to motivate effective team working whilst being open to challenge.	√	
Willingness to listen to, reflect and act on feedback.	√	
A passion and vitality for teaching and learning and working with young	√	
A capacity to work in stressful, time-limited situations with personal flexibility and good humour.	√	
Emotional resilience.	√	
Willingness to explore and embrace new ideas and be innovative in approach.	√	
Demonstrable qualities of adaptability and resilience.	√	
Flexibility and responsiveness to demands.	√	
Safeguarding children		
Ability to form and maintain appropriate relationships and personal boundaries with children and young people.	√	
A clear understanding of child protection issues.	√	
Appropriate attitudes to the use of authority and maintaining discipline.	√	
Enhanced DBS clearance.	√	
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How to apply

Please read our prospectus, the Ofsted Reports of 2014 and 2016 and Diocesan reports, all available on our website.

If you like what you read about St. Bede's Catholic College, meet the criteria and wish to be considered for of this exciting leadership position, please complete the Principal application form, recruitment monitoring and Rehabilitation of Offenders Act 1974 – Disclosure Form, available on our website and send these with a:

Letter of Application and one page of A4 outlining your:

'Philosophy of Education within a Catholic environment'

Applicants are asked to submit their application by noon on Monday, 22nd February 2021.

Email to: c.walker@stbcc.org

or post to

Clerk to Governors,

St. Bede's Catholic College,

Long Cross, Lawrence Weston,

Bristol, BS11 OSU

Please note that no other material (such as testimonials or CVs) will be considered during the selection process.

To discuss the role further with a governor, please contact the Clerk to Governors, Mrs C Walker on by email: c.walker@stbcc.org.

We look forward to hearing from you.

Closing date for applications: Noon on Monday 22nd February 2021

Shortlisting: Thursday, 25th February 2021

Interviews will be held: Tuesday, 23rd and Wednesday, 24th March 2021

Remuneration: £88k (negotiable based on experience)

Reasonable relocation expenses may be available.