



Applicant Information Pack



Title: Assistant Headteacher

**Leadership
Scale Point: L19 – L25**

Required: 1st September 2026

Closing date: Monday 18th May at 09:00





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Dear Candidate

Welcome to the exciting opportunities offered by working as an **Assistant Headteacher** at **St Bede's and St Joseph's Catholic College**. The College is a unique learning community, rooted in our Catholic values and enriched by a distinct ethos. It is filled with highly ambitious, talented and creative staff who are raising standards and significantly improving the life chances of the young people of Bradford. They are led by an inspirational and forward-thinking leadership team, united by a shared vision: *excellence in teaching and learning for all*.

Over the last few years, we have seen a positive transformation across almost every aspect of our work. This journey was recognised in our most recent Ofsted inspection, which confirmed:

"The relationships between staff and pupils are strong. Pupils are happy and enjoy coming to school."

With a track record of strong performance in public examinations, a consistently positive Progress 8 score over the past eight years, and a judgement of "Good" in all areas, we are proud of the progress we have made. Yet we remain relentless in our ambition for even greater things. As Ofsted commented:

"Leaders and staff expect the best of all pupils and want them to achieve well. Pupils agree."

If you can contribute to this culture of high aspiration, mutual respect and shared success – if you are committed to transforming the lives of confident, capable and self-assured students – then you will thrive here. The role of **Assistant Headteacher** is an exciting opportunity to play a key leadership role in ensuring **St Bede's and St Joseph's Catholic College** continues its journey towards excellence. This role arises due to the internal promotion of the current postholder to Deputy Headteacher. The successful candidate will take strategic responsibility, lead with vision, inspire teams, and manage the performance of staff – harnessing their strengths to drive continuous College improvement. Specific responsibilities will be tailored to the strengths of the successful candidate and the needs of the College.

You will develop and implement systems and procedures that contribute meaningfully to outstanding progress for all students. This is not simply a management role – it is a leadership post with real impact. The right person for this role will be hardworking, values-driven and uncompromising in their pursuit of excellence. Our students and families deserve nothing less.

You will already be delivering strong provision in your current context, with recent evidence of contributing to exceptional outcomes. More than that, you will be passionate about education and deeply committed to developing and sharing that passion with others. You will be reflective, inquisitive and courageous in seeking the right strategies to inspire and support colleagues. As an excellent communicator, you will bring clarity, professionalism and warmth to both written and spoken interactions. In return, you will be supported, nurtured and developed as part of our extended leadership team – ensuring you are well-positioned for the next step in your leadership journey.

I look forward to meeting you at interview.

Paul Mulligan

Acting Headteacher





Our Mission

St Bede's and St Joseph's Catholic College is an aspirational learning community, which provides a high quality, 21st century, Catholic education for all students in the best possible learning environment. We focus on building strong relationships, promoting a passion for learning, creating innovative ways of working and nurturing the talents and ambitions of all our students and staff.

The College operates across the impressive former sites of its two foundation schools, St Joseph's Catholic College and St Bede's Grammar School – now known respectively as “Ignis” for Years 7–9 and “Ardor” for Years 10-13 – approximately one mile apart. The history and tradition of the two foundation schools stretches back over 100 years, with the originally stated mission to provide,

“a thorough training in the knowledge and principles of the Catholic faith combined with a secular education equal in every respect to the best public schools in England.”

This is an exciting time to join the College as we continue to develop this mission and build on our tradition, with a determined focus on strong teaching, and wide-ranging co-curricular and extra-curricular activities. Our mission inspires the three elements of our *College Diploma* – Scholastica - academic achievement, Ecclesia - contribution to the Catholic life of the College, and Olympia - participation in activities outside the classroom.

These elements of the *College Diploma* form the foundation of our House system, with students divided into five Houses, each with three leaders who are responsible for the achievement, personal growth and well-being of students within their House. Each House is supported by a House Manager who upholds standards and expectations within the House, as well as playing a major role in clerical and administrative organisation to support students.

The College motto, *Christus Lumen Gentium*, Christ, Light of Nations, inspires the organisation of our subject areas into five Learning Divisions, again, each with three leaders:

Ignite - the Division Leader, responsible for overall performance, Illuminate - responsible for quality of teaching and professional learning, and Shine - responsible for tracking student progress and organising intervention and support. Each Learning Division is complemented by a Division Manager who provides efficient and effective clerical and administrative support for teachers.

After GCSE, the majority of students continue with us into St Benedict's Sixth Form, our very successful Post16 provision, where over 360 students enjoy fantastic study and social facilities and achieve excellent results. Ofsted's most recent judgement concludes,

“As a result of strong leadership and consistently good teaching, achievement in the sixth form is good. Leaders know the priorities for improvement and take effective action to further improve students' opportunities.”

Our Houses and Learning Divisions and our high-performing sixth form reflect our passion to achieve success for all and we want to appoint staff who share this passion and are committed to supporting the development of our mission. For every post, we seek staff who can inspire, have high expectations and raise the aspirations of young people. If this is you, we look forward to reading your application and welcoming you as a member of our community.





St Benedict's Sixth Form

St Benedict's Sixth Form provides Catholic, coeducational, Post-16 education for the students of St Bede's and St Joseph's Catholic College. The spiritual development of every student is at the heart of life at St Benedict's. We also make every effort to secure and enhance the success of our sixth form students, through work experience, academic and pastoral support and an intensive focus on careers advice and guidance to steer them to the most appropriate Post-18 choices.

We recognise that we are all uniquely created in the image and likeness of God and are called to imitate Christ in our daily lives. We value academic rigour, hard work and pastoral support as the means for each student to achieve their God-given potential.

We are committed to working in partnership with parents and carers to encourage every student to pursue their highest ambitions in the pursuit of excellence.

As one of the largest school sixth forms in the country, with over 360 students on roll, we are able to offer a broad range of vocational and academic courses for our students.

We seek to provide excellent teaching in all subject areas and an outstanding learning environment, with study and social facilities second to none.

We also have high expectations of our students' attendance, punctuality, and uniform as we strive to prepare them for their professional futures.





The Role

Role Title: Assistant Headteacher
Responsible to: Deputy Headteacher

Responsible for: Responsibilities to be tailored to the strengths of the successful candidate and the needs of the College

Role Summary: The Assistant Headteacher will provide ambitious strategic leadership of others which will drive the College forward. They will work closely as part of the Senior Leadership Team (SLT), responsible for driving improvements across the College and maintaining a culture of high expectations and excellence. The successful candidate will expect to meet the following Assistant Headteacher Standards:

Ethics And Professional Conduct

Assistant Headteachers in a Catholic school are expected to demonstrate consistently high standards of principled and professional conduct exemplified by the self-cultivation of virtues and qualities of character fundamental to the Catholic tradition: faith, hope, love, justice, solidarity, temperance, fortitude and practical wisdom.

Assistant Headteachers are expected to meet the teachers' standards and be responsible for providing the conditions in which teachers can fulfil them.

In addition, Assistant Headteachers uphold and demonstrate the Seven Principles of Public Life at all times. Known as the Nolan principles, these form the basis of the ethical standards expected of public office holders:

- selflessness
- integrity
- objectivity
- accountability
- openness
- honesty
- leadership

School Culture

Assistant Headteachers assist in:

- supporting the Christ centered vision embodied in the school's Catholic mission, ethos and strategic direction in partnership with the parish and Trust, those responsible for governance and through consultation with the school community and diocese
- supporting the Headteacher in creating a culture where students experience a positive and enriching school life enabling them to flourish





- upholding ambitious educational standards which reflect the distinctive characteristics of Catholic education and which prepare students from all backgrounds for their next phase of education and life
- promoting positive and respectful relationships across the school community and a safe, orderly and inclusive environment which recognizes and individual's dignity
- ensuring a culture of high staff professionalism rooted in mutual respect, subsidiarity and the pursuit of excellence

Teaching

Assistant Headteachers assist in:

- establishing and sustaining high-quality, expert teaching across all subjects and phases, built on evidence-informed understanding of effective teaching and how students learn
- ensuring teaching is underpinned by high levels of subject expertise and approaches which respect the distinct nature of subject disciplines or specialist domains, and demonstrate how each discipline and domain contributes to the Christian vision of human flourishing to live life to the full
- ensuring effective use is made of formative assessment

Curriculum and Assessment

Assistant Headteachers assist in:

- ensuring a broad, structured and coherent curriculum entitlement rooted in the distinctive characteristics of Catholic education which sets out the knowledge, skills, values and virtues that will be taught
- establishing effective curriculum leadership, developing subject leaders with high levels of relevant expertise with access to professional and diocesan networks and communities
- ensuring that all students are taught to read through the provision of evidence-informed approaches to reading, particularly the use of systematic synthetic phonics in schools that teach early reading
- ensuring valid, reliable and proportionate approaches are used when accessing the students' knowledge and understanding of the curriculum

Behaviour

Assistant Headteachers assist in:

- establishing and sustaining high expectations of behaviour for all students, rooted in love, justice and reconciliation and built upon relationships, rules and routines, which are understood clearly by all staff and students
- ensuring high standards of student behaviour through the promotion of the virtues and courteous conduct in accordance with the College's behaviour policy
- implementing consistent, fair and respectful approaches to managing behaviour





- ensuring that all adults within the College lead by example and model and teach the virtues characteristic of a good citizen

Additional and Special Educational Needs And Disabilities

Assistant Headteachers assist in:

- ensuring the College holds ambitious expectations for all students with additional and special educational needs and disabilities in light of the principles of Catholic Social teaching
- establishing and sustaining ethos, culture and practices rooted in the distinctive characteristics of Catholic education that enables students to access the curriculum and learn effectively
- ensuring the College works effectively in partnership with parents, carers, parish and professionals, to identify the additional needs and special educational needs and disabilities of students, providing support and adaption where appropriate
- ensuring the College fulfils its statutory duties with regard to the SEND code of practice





The Candidate

PERSONAL CHARACTERISTICS

Our ideal candidate will combine excellent interpersonal skills with a rigorous work ethic, stamina and a good sense of humour. You will have high ambition for your students, demanding rigour and high standards of them through a leadership role. You will be reflective of your own practice, recognising that in schools we are all part of a learning community. Strong organisation skills, a willingness to embrace and lead change and a flexible and open mind should come as standard, alongside an ability to think and plan strategically in the best interests of students and the success of the whole College community.

PASTORAL

We are looking for a colleague who shows a strong interest in students and is passionate about guiding them to academic success; a professional practitioner who understands the power of teamwork to enhance the working experience of all colleagues and recognises the importance of leadership to create the best possible educational environment. You will also be able to demonstrate commitment to extra-curricular clubs and activity, as well as an understanding of the need to personalise learning, both for students who struggle and those who need significant stretch and challenge.

ACADEMIC

We will appoint a well-qualified graduate, with an excellent track-record as a classroom teacher and the ability to teach with confidence up to and including Advanced Level/Level 3. You will be computer literate and recognise the opportunities of new technologies. Post-graduate qualifications are not essential, though might be an advantage.

VALUES

The successful candidate will be sympathetic to and supportive of our Catholic ethos and the College mission statement and value the intellectual curiosity and debate that comes from a liberal education, recognising the importance of developing in all students the ability to think critically and independently.

You will promote the view that all learners should be inquirers, knowledgeable, thinkers, communicators, principled, open-minded, caring, risk-takers, balanced and reflective.

You will recognise that all students need strong guidance and leadership to make the most of their opportunities and you will thrive on the diversity of experience arising from teaching in a multi-ethnic and multi-lingual community, where students have a wide range of skills and abilities.

INTERESTS

We look forward to working with colleagues who have wide and varied interests and are able and willing to be involved in the extra-curricular life of our busy and vibrant College. You will be able to contribute to many areas of College life and appreciate, value and promote the diverse skills and talents of all our students. You will recognise, understand and be keen to act upon the idea that students have a greater chance to achieve their full potential academically when they are happy, successful and active participants in the life of the College.





PERSON SPECIFICATION: Assistant Headteacher

A Application Form L Letter R References I Interview

Qualifications and Training	Essential or Desirable	Evidence
Degree or equivalent	E	A
Higher degree or equivalent	D	A
Qualified Teacher Status	E	A
Recognised and accredited leadership qualification or willingness to work towards NPQH	D	A
Evidence of continuing professional learning including evidence of recent leadership and management development	E	A/L/I
Catholic Certificate in Religious Studies (CCRS)	D	I
Experience in more than one school	D	A
Experience of child-safeguarding issues and successful use of measures that promote and ensure the safe-guarding of children.	E	I
Can meet English fluency expectations i.e. <ul style="list-style-type: none"> • Express themselves fluently and spontaneously at length effortlessly • Explain difficult concepts simply without hindering the natural smooth flow of language • Take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English in School* 	E	I
Teaching and Leadership Experience		
Demonstrates an understanding of and experience of /involvement in Strategic planning processes, tools and techniques	E	I
Demonstrates outstanding, sustained, and successful experience as a teacher across all secondary key stages	E	L
Experience of school self-evaluation and school improvement process	E	L/I
Ability to motivate, develop, support and challenge staff	E	L/I
Experience of implementing rigorous quality assurance and acting upon outcomes of that quality assurance	E	L/I
Evidence and experience of using data to inform intervention and promote inclusion	E	L/I
Track record of delivering successful impact and closing gaps	E	L





Understanding of effective pedagogies, proven success of various Teaching & Learning strategies	E	L/I
Has implemented structures and systems that have enabled successful change and innovation	E	L/I
Experience and evidence of developing and sustaining a learning culture that has high expectations of all stakeholders	E	I
Experience of building and sustaining effective relationships with stakeholders and partners that enhances the education of students	E	L/I
Experience of leading a successful whole school initiative	D	L/I
Experience of Multi-agency work, collaboration and partnerships working (including school, home, community and business partnerships) and wider curriculum beyond the school and the opportunities it provides.	E	I
Disposition and attitude		
Encourages participation in, and engagement with, the Catholic life of the College, leading by example	E	L/I
Fosters a strong sense of belonging and promotes community	E	I
Is committed to and aligned with all College policies, processes and procedures	E	I
The moral courage and resilience to challenge and manage under-performance and to secure accountability	E	I
A positive role model with a track record of leading by example	E	L/I
Is resilient under duress and calm under pressure	E	I
Displays flexibility, adaptability, initiative and is solution focused	E	L/I
An excellent communicator with the ability to listen carefully to all stakeholders	E	I
Demonstrates emotional intelligence, self-awareness, courtesy and integrity	E	I
Able to promote a sense of fun, enjoyment and achievement	E	I
SPECIAL CONDITIONS OF SERVICE		
No contra-indications in personal background or criminal record indicating unsuitability to work with children/young people/vulnerable clients/finance (An enhanced DBS check is required).	E	A
Must be legally entitled to work in the UK	E	A
Be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the Equality Act	E	A





Flexibility in working hours/days based on requirements of academic timetable	E	A
Commitment to safeguarding and promoting the welfare of children and young people	E	A I R
A willingness to undergo training, especially in current safeguarding practise	E	A I R
Willingness to undergo appropriate checks including DBS	E	A I R

The College is committed to safeguarding and promoting the welfare of children and expects all members of staff and volunteers to share this commitment. The post is exempt from the rehabilitation of Offenders Act 1974 and the amendments to the exceptions order 1975, 2013 and 2020. Appointments will be made subject to an Enhanced Disclosure and Barring Service check, and the receipt of satisfactory references and all other pre-employment checks including social media checks.





Overview

Assistant Headteacher

Start date: 1st September 2026

Salary: Leadership Scale: 19 – 25, £80,653 - £93,420

Contract Terms: Permanent

Closing Date: Monday 18th May 2026 at 09:00



Full details and application documents are on our web site <https://sbsj.co.uk/job-opportunities> for any other questions please contact personnel@sbsj.co.uk

Committed to equality of opportunity. Committed to safeguarding young people; enhanced DBS and online checks required.





St Bede's and
St Joseph's
Catholic College



**Blessed
Christopher Wharton**
CATHOLIC ACADEMY TRUST