



Head of RE

Candidate Information September 2025

A message from the Headteacher

Thank you for your interest in Cardinal Newman Catholic High School. We are a vibrant, ambitious and caring community, with students drawn from a variety of backgrounds. Everything that happens within our school is inspired by gospel values and Cardinal Newman's words that we are all 'a link in a chain. A bond of connection between persons.' Our recent denominational inspection (2022) celebrated a 'genuine, loving and happy community in which each person is known and valued,' whilst our most recent Ofsted inspection (November 2022) concluded that we are a Good school where students 'learn and achieve well.'

We are a good, oversubscribed school (Ofsted 2022) located in Latchford, Warrington with a large catchment area extending across the South of Warrington from which we draw our 850 pupils.

Our ambitious and rigorous curriculum leads to strong academic outcomes with our students making good progress. We are proud of the fact that in 2022 100% of our students moved on confidently to post-16 study. We deliver a vibrant and rigorous curriculum, which prepares our students well for their futures with 48% of students completing the EBACC qualification at KS4 in 2022. Languages is a key part of our success in this area with students currently choosing from German and French, both of which are studied throughout KS3.

The extracurricular life of our school is flourishing, with a wide variety of enrichment activities. Our Chaplaincy is at the heart of this, offering opportunities at every break and lunch time as well as engagement with external visits and retreats, all of which are very well attended by our young people. We have a wide variety of sports clubs. We have particular success in Rugby League and Rowing for both our male and female teams, but our sporting offer is wide ranging and growing. Our Performing Arts are a key component of the enrichment on offer with a variety of musical ensembles, and a highly successful school show. Our programme of school visits, including our Geography trip to Iceland and Languages trip to Berlin ensure our students have a growing understanding of the wider world, and their role within it as active citizens. Our cutting-edge provision in mental health and our outstanding pastoral team ensure that our students also have the emotional skills they need to succeed throughout their lives.

Our staff team are also committed to lifelong learning and continuing professional development. Our CPD offer is comprehensive, combining in-house coaching and development programmes alongside excellent provision from our partner TSAs and our Diocese. These programmes ensure that staff can access exciting opportunities and continue to develop as professionals throughout their time with us, to the benefit of their own learning as well as the experience of our students.

If you would like to find out more about our school and our community, please contact Michele Walker, Headteacher's PA on 01925 635556 or at mwa@cardinal-newman.co.uk



We are a vibrant,
ambitious and caring
community

Governors seek the following appointment for **September 2025**

Head of RE (**Full Time, Permanent, MPS/UPS+ TLR 1B**)

We require an inspirational and committed Head of RE to lead this core department. This is a fantastic opportunity for a highly motivated professional to join this highly successful team.

The RE Department is at the centre of the life of our school, and Religious Education is one of our most popular subjects. Our students thrive on the high-quality teaching and strong curriculum delivered by this team. The ideal candidate to lead this department will be an excellent classroom practitioner with a love of their subject and high expectations of their students. They will be an excellent communicator who can inspire young people, and their strong interpersonal skills will enable them to work collaboratively as part of a highly effective team. This role will also provide excellent professional development for the successful candidate and will suit a practitioner who is committed to enhancing their own development as a leader. They will be committed to supporting the ethos and wider life of our school.

You should have experience of teaching RE to all abilities across Key Stage 3 and 4 for at least 3 years, with a strong understanding of the requirements of the GCSE specification. In addition, you should demonstrate a clear understanding of the Religious Education Directory and its application at Key Stage 3, ensuring a rich and coherent curriculum that supports student progress. Experience and understanding of how to enhance student attainment and develop other professionals are key, alongside a willingness to play a significant role with the Senior Leadership Team in shaping and promoting the vision for the Catholic Life of our school. Applicants must be a practising Catholic.

Closing date for receipt of applications: Wednesday 30th April
Interviews to be held: week commencing Monday 12th May

Please note a current CES application form and a Model Rehabilitation of Offenders Act 1974 form must be completed for this post. Applications can be emailed to Mrs Michele Walker mwa@cardinal-newman.co.uk

The School is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. Post is subject to an Enhanced DBS Disclosure and online searches.

About the Department

The RE Department is a successful, forward-thinking department who strive to inspire our students to consider their faith, grapple with 'big questions,' and reflect on their role in the world. The Department is at the core of our school curriculum and GCSE results are continually improving. Our students frequently identify RE as one of their favourite subjects. We aim to provide consistently outstanding teaching and learning which is academically rigorous across both key stages. The department consists of four specialist RE teachers, including a second in Department, and we are now looking for a new leader for this vital team, as a result of the promotion of the current postholder to Senior Leadership. We look forward to being joined by a visionary leader to build on the continuing success and popularity of this high-profile subject at Cardinal Newman.

Within our classrooms, our department follows the RED at Key Stage 3, and EDUQAS Route B GCSE at Key Stage 4. Outside of the classroom, our department provides many opportunities for our students to consolidate their learning, and further foster a love of RE. We offer a variety of enrichment experiences, including supporting the Chaplaincy team with the retreats programme, and hosting high profile speakers and enrichment philosophy clubs for KS4 learners. We look forward to welcoming you as part of our team.



Head of RE (Full Time, Permanent, MPS/UPS TLR 1B)

Job Description

Purpose:

Ensure an outstanding experience of RE and Catholic Education which is engaging and suitable for all pupils.

Lead the development and implementation of an appropriate and inspiring RE curriculum.

Be accountable for student development and progress within your subject, maintaining an up-to-date knowledge of the curriculum and pedagogical developments.

School Ethos and Culture

- Act as a role model.
- Lead a programme of enrichment within your subject area which will make a significant contribution to the wider life and ethos of the school.
- Undertake the role of form tutor, supporting the development of the students in your group.

Curriculum

- Develop a clear curriculum intent and vision for your subject, engaging fully with national developments.
- Ensure the effective implementation of the RE curriculum by your department team, leading the development of resources, policies, assessments and pedagogical approaches.
- Prepare students effectively for national qualifications and exams.

Teaching and Learning

- Set high expectations across the department which inspire, motivate and challenge students.
- Quality assure the provision within your department through our Meeting Learning Needs cycle.

Progress

- Use information effectively to support, target and develop students within your own groups and across the department.
- Track student achievement and progress regularly transforming information into action.

Personal Development and Professional Attributes

- Actively engage with the school's CPD and training offer.
- Promote teamwork amongst the department, and motivate staff to engage with your vision for the department.
- Establish development priorities for your department and your team, and support team members effectively in their development.
- Regularly review your own practice, participating in the school's appraisal cycle.
- Treat everyone in our community fairly, equitably and with dignity and respect.
- Maintain a positive school culture and profile.

Other specific duties

- All teaching staff are expected to meet the relevant Professional Standards of Teachers.
- All teachers will engage with pre-school, break and after school supervision as assigned.
- All staff members will promote and safeguard the welfare of students.

Person Specification

Head of Department

Faith Commitment

		Essential	Desirable	Source
1.	Practising Catholic	E		A/I/R
2.	Involvement in parish community		D	A/I/R
3.	A commitment to working with the Diocesan Education Team to support Religious Education within the school	E		A/I/R

Qualifications

		Essential	Desirable	Source
4.	Qualified teacher status	E		A/CC
5.	Degree level qualification	E		A/CC
6.	Degree level in Religious Studies or Theology		D	A/CC
7.	CCRS/CTC or commitment to obtaining the certificate		D	A/CC/I

Person Specification

Head of Department

	Essential	Desirable	Evidence
Qualifications 1. Relevant degree or equivalent 2. Teaching qualification 3. Enhanced DBS	✓ ✓ ✓		Application Form Application Form Application Form
Experience 1. Experience of teaching across the age and ability range within a successful RE department. 2. Proven track record of securing good student progress and attainment. 3. Experience of working with a tutor group 4. Experience of working with colleagues to ensure students' individual needs are met. 5. Experience of using a range of teaching and learning styles to ensure students learn effectively. 6. Experience of innovation and developing practice 7. Experience of working with colleagues to help them develop good practice.	✓ ✓ ✓ ✓	✓ ✓ ✓	Application Form/ Letter/Interview Letter/Interview Letter/Interview Letter/Interview Letter/Interview Letter/Interview/References
Interpersonal 1. Ability to work co-operatively with a wide range of staff and Lead a team effectively. 2. Ability to relate positively to students, and show a fundamental commitment to them and their development. 3. Ability to work in partnership with Governors, Partner schools, parents and the community. 4. Enthusiasm for subject area and ability to communicate this 5. Sense of humour. 6. Commitment to continuing to develop professionally 7. Willingness to contribute to the school's programme of extra-curricular activities. 8. Willingness to support and contribute to school's Catholic Ethos.	✓ ✓ ✓ ✓ ✓ ✓ ✓	✓	Letter/References/Interview Letter/References/Interview Letter/Interview Letter/Interview Letter/Interview Interview Letter/Interview Letter/Interview
Knowledge/ skills 1. Clear expectations on pupil behaviour and discipline. 2. Excellent subject knowledge and awareness of national curriculum subject requirements. 3. Outstanding classroom practitioner. 4. Understanding of the characteristics of outstanding teaching and effective learning. 5. Ability to secure effective behaviour for learning. 6. Share our commitment to the personal development of our students. 7. Willingness to contribute to the curricular enrichment programme of the school	✓ ✓ ✓ ✓ ✓ ✓ ✓		Letter/References/Interview Letter/References/Interview Letter/Interview Letter/References/Interview Letter/Interview Letter/Interview Letter/Interview
Safeguarding 1. Commitment to the highest standards of child protection	✓		Letter/References/Interview

Guidance for applicants

Head of Department

Guidance for Applicants in Securing a Faith Reference

You will be applying for a position in one of our Catholic schools which is reserved for a practising Catholic. This means that the person specification will state that is essential that you meet this criterion, and you must be able to evidence this with a positive faith reference from the priest(s) of the parish(es) where you attend the Sunday Eucharist and receive the sacraments. It is also vital that this reference is **current**, and that the priest's knowledge of your practice is not historical. Priests will be asked to confirm a minimum of **12 months continuous practice**. A period of 12 months practice will also be required for those recently received into the Church

It is vital that the priest can verify your attendance at Sunday Mass and is not simply the priest linked to the school that you currently work in.

The Governing Body will be seeking to appoint a practising Catholic who joins in the parish celebration of the Sunday Mass and receives the sacraments regularly as well as living in accordance with the teachings of the Church

At a time when priests are increasingly assuming responsibility for larger pastoral areas it is becoming increasingly common for priests not to know parishioners as well as they might have in the past. In the light of this we offer the following advice when seeking faith references **prior to making an application**.

1. Speak to the priest before completing your application and ask if he agrees to your including him as a referee. (Do not simply email or leave a message on the parish answer phone)
2. Provide him with an outline of
 - your involvement in parish life e.g., Eucharistic minister, reader, etc (it may be that currently you are not heavily involved in parish life due to other commitments)
 - your present post – school, areas of responsibility
 - the post to which you are applying – name of school, post, etc
3. If you worship in more than one parish, then in order to satisfy weekly attendance of Mass you may need to specify more than one referee.

By following the above advice, you are able to prepare the priest for the reference request and so ensure it will be completed as fully as possible.

Invitation to interview

If you are shortlisted, and receive an invitation to interview, then the governors will have made the **assumption** that your practice will be evidenced **prior to interview** by a supportive priest's reference. We therefore advise that on receiving notification of an interview you contact the priest again to check that he has received the reference request and he is still able to support your application. If the governors are not in receipt of a positive faith reference **prior to interview**, then they will deem that you have not met one the essential criterion and will have to **withdraw** the invitation to interview. If there are circumstances that may prevent the priest replying within the given time frame (holidays, illness etc.) then please inform the relevant Diocesan officer as soon as this is known.

The extra curricular
life of our school is
flourishing with
a wide **variety**
of **enrichment**
opportunities



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