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BISHOP HOGARTH  
Catholic Education Trust



**The English Martyrs**  
Catholic School and Sixth Form College

# Headteacher Candidate Pack

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# The English Martyrs

## Catholic School and Sixth Form College

Dear applicant,

I am delighted that you are interested in the post of headteacher at The English Martyrs Catholic School and Sixth Form College. The school is a valued member of Bishop Hogarth Catholic Education Trust. It serves the community of Hartlepool and its surrounding villages on the North East coast. We are proud of English Martyrs' highly professional and dedicated staff and the school's strong local reputation and excellent modern facilities.

It is an incredibly special place for students to grow and learn.

The next headteacher of English Martyrs will be joining a vibrant and supportive professional community which is committed to excellence, transformation, and the sharing of best practice. We are an outward looking Trust, committed to delivering Catholic excellence, and we are looking for a candidate who will work collaboratively across our strong Trust.

Our students are the centre of all that we do, and the teachings of Christ shape our moral purpose. We are passionate about delivering the values of Catholic Social Teaching. Our leaders work for the common good, ensuring that all students feel safe, welcomed, and supported. This support also extends to every member of our staff, all of whom benefit from a collective approach that respects and values professional agency.

Our Trust is made up of thirty-five schools; thirty primaries and five secondaries. We serve the communities of Billingham, Darlington, Hartlepool, South Durham, and Stockton. The successful candidate will be joining a community of 1,200 employees and over 12,000 pupils. We are a nationally recognised Catholic Trust, and we offer our leaders bespoke support and professional development, in a nurturing environment.

Our Trust school improvement offer is exceptionally strong, and the successful candidate will benefit from working alongside other headteacher and school standards colleagues who are leaders in their fields. We run a nationally recognised teaching school, alongside attendance, computing, and maths hubs. And our Ofsted Outstanding ITT programme provides an incredibly valuable talent pool for our schools. These partnerships enrich our Trust and create significant opportunities for leaders and school communities.

We live the principles of subsidiarity, solidarity, and support for the common good. Our Trust Directors support and challenge leaders and local governing committees to deliver excellent educational outcomes. The Local Governing Committee of English Martyrs plays a key role in this, and its members are experienced leaders, committed to Catholic excellence.

The successful candidate will have an early opportunity to further shape and strengthen the leadership team at Deputy and Assistant Headteacher level.

If you believe that you have the skills, experience, and passion to lead The English Martyrs, I would love to hear from you.

Very best wishes,

**Stuart McGhee**

Chief Executive Officer

Bishop Hogarth Catholic Education Trust



## ABOUT THE ENGLISH MARTYRS CATHOLIC SCHOOL AND SIXTH FORM COLLEGE

The English Martyrs Catholic School and Sixth Form College is a vibrant and dynamic school and Sixth Form College with a tradition of excellence.

As a Catholic school **'Christ is at the Centre and Children are at the Heart'** of all we do. During lessons and through our rich extra-curricular offer we live out our virtues of justice, compassion, honesty and resilience. **Students are given opportunities to develop confidence and self-belief and are taught to act respectfully and responsibly.**

**We are ambitious for every student.** Our pupils consistently achieve excellent academic results.

We have outstanding school facilities, which allow our students to develop their passion with state of the art equipment.

We consistently **'shape futures and fulfil dreams'** enabling our school community to have full and exciting lives.

## CATHOLIC LIFE

Our Catholic ethos is driven by the guiding principles of the Gospel. All students are taught the virtues of **honesty, self-belief, resilience, compassion, responsibility and justice.**

Our Parish, Diocesan and Trust family support us to ensure that each and every student flourishes spiritually.

## CURRICULUM

At English Martyrs we deliver a broad and balanced curriculum where pupils experience a range of subjects. Our staff are enthusiastic subject specialists and **provide high quality lessons, set purposeful work and help students to become more confident and skilled.**

We encourage students to be **passionate** about their learning and to **find fulfilment in their achievements.**

## KEY STAGE 3

Students develop their knowledge and skills with increasing fluency and confidence. Specialist teachers nurture a love of subject through relevant, challenging and exciting lessons.

## KEY STAGE 4

All students study a range of disciplines, including core and option subjects. Students can pursue GCSE and BTEC courses.

## KEY STAGE 5

We have a highly successful Sixth Form College.

In our Summer 2024 results, students achieved a 100% pass rate in 29 courses. Students leave our school and sixth form to pursue degrees at the best universities, secure prestigious apprenticeships and become leaders in the local business community.

## DEVELOPING LEADERSHIP

At English Martyrs, opportunities for students to develop leadership skills are plentiful. These include:

- **House Captains**
- **Sports Captains**
- **Sports Leaders**
- **Heads of Students**
- **Sixth Form Leadership Team Members**
- **Student Councillors**
- **Prefects**
- **Achieving 'The Duke of Edinburgh's Award'**
- **Chaplaincy Team Members**

“ **EBacc is at the heart of the school's curriculum. The range of subject options available to those in sixth form is impressive.** ”

*Ofsted 2022*

“ **Pupils with SEND and parents talk positively about the support staff provide** ”

*Ofsted 2022*



## PROFESSIONAL DEVELOPMENT

Our commitment to Continuous Professional Development (CPD) is integral to all that we do. Our CPD programme is carefully designed to ensure that every staff member can progress along their chosen path.

Being part of our Trust means you have access to a wealth of opportunities for collaboration, allowing us to shape best practices in teaching and leadership together.

Our CPD programmes are designed to enhance your knowledge and skill base, ensuring that growth and improvement are built into your leadership journey.

We work with the following DfE accredited Hubs:

- **Carmel Teacher Training Partnership**
- **Tees Valley Teaching School Hub**
- **Archimedes NE Maths Hub**
- **Science Learning Partnership**
- **NCCE Computing Hub**

Our CTTP is recognised by the Department for Education (DfE) as being

**“among the best schools in the country to train and develop teaching professionals for the future.”**

## EMPLOYEE BENEFITS

All employees at Bishops Hogarth Catholic Education Trust enjoy access to a comprehensive package of benefits including:



**Cycle to Work Scheme**



**Discounts and Promotions**



**Staff Enrichment**



**Wellbeing Services:**

24/7 GP  
Nurse Support  
Physiotherapy  
Financial Wellbeing  
Face to Face Counselling  
Flu Vaccinations



## HEADTEACHER JOB DESCRIPTION

The English Martyrs is designated as a school with a religious character. Its instrument of government states that it is part of the Catholic Church and is to be conducted as a Catholic school in accordance with Canon Law, the teachings of the Roman Catholic Church and the trust deed of the Diocese of Hexham and Newcastle. At all times the school is to serve as a witness to the Catholic faith in our Lord Jesus Christ. The post therefore requires a practicing Catholic who can show by example and from experience that he or she will ensure that the school is distinctively Catholic in all its aspects.

This appointment is with the board of The English Martyrs under the terms of the Catholic Education Service contract signed with the board as employers. It is subject to the current conditions of service for headteachers contained in the School Teachers' Pay and Conditions document and other current education and employment legislation. In carrying out his/her duties the headteacher shall consult, when appropriate: the board, the Diocese, the local authority, the staff of The English Martyrs, the parents of its pupils, the parish(es) served by the school and other local Catholic schools, particularly where collaboration or federation is being developed.

This job description is based on the key areas identified in the Headteachers' Standards published by the Department for Education (2020).

**“ Leaders have raised everyone’s expectations of pupils’ conduct. ”**

Ofsted 2022

The board and the Diocese acknowledge the importance of the role of the Catholic headteacher and will actively offer long term support, encouragement, affirmation and realistic challenge to the successful candidate.

The board and the Diocese are committed to safeguarding and promoting the welfare of children and young people and vulnerable adults and the headteacher must ensure that the highest priority is given to following the guidance and regulations to safeguard them.

The successful candidate will be required to undergo an enhanced check for regulated activity from the Disclosure and Barring Service.

The core purpose of the headteacher is to set and implement the strategic direction of the school and to provide professional

leadership and management to drive achievement of high standards in all areas of the school's work, particularly in ensuring the provision of sustainable outstanding education through the preservation and development of its Catholic character.

The school's objectives relate to the provision of Catholic education and the school is part of the Catholic Church and, as such, is to be conducted as a Catholic school in accordance with Canon Law, the teachings of the Catholic Church and the trust deed of the Diocese of Hexham and Newcastle.



## SECTION 1: ETHICS AND PROFESSIONAL CONDUCT

Catholic headteachers are expected to demonstrate consistently high standards of principled and professional conduct inspired by Christ and His beatitudes and exemplified by the self-cultivation of virtues, those qualities of character fundamental to the Catholic tradition: **faith, hope, love, justice, solidarity, temperance, fortitude and practical wisdom**. Catholic headteachers are expected to meet the teachers' standards and be responsible for providing the conditions in which teachers can fulfil them.

In addition, Catholic 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**

Catholic headteachers are custodians of Diocesan schools and as such embody the abundant hope the Church has placed in education. Catholic headteachers are entrusted with the task of human formation in conformity with Christ and Church teaching, and so uphold ecclesial and public trust in school leadership and maintain high standards of ethics and behaviour. Both within and outside school, Catholic headteachers:

- build relationships of **mutual respect rooted in the belief that all are made in the image and likeness of God** and at all times observe proper boundaries appropriate to their professional position.
- show tolerance of and **respect for the rights of others, recognising differences and respecting cultural diversity within contemporary Britain** enabling each person to play their full part in building and sustaining the Common Good.
- uphold fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs understanding that such values are rooted in the Catholic understanding of dialogue and the Church's social teaching.
- ensure that personal beliefs are not expressed in ways which exploit their position, pupils' vulnerability or might lead pupils to break the law, but are always orientated to the service of others in light of the Gospel.

“ The school has implemented a clear improvement plan to address the next steps identified at the previous inspection. ”

Ofsted 2022

As leaders of their Catholic school community and profession, headteachers:

- serve in the **best interests of the school's pupils**.
- conduct themselves in a manner compatible with their influential position in church and society by behaving ethically, fulfilling their professional responsibilities and modelling the virtues of a **good citizen of the Kingdom of God**.
- uphold their obligation to give account and accept responsibility.
- know, understand, and act within the statutory frameworks which set out their professional duties and responsibilities.
- take responsibility for their own continued professional development, engaging critically with educational research to further the Church's mission in education.
- make a **positive contribution to the wider education system within and without the Catholic sector**.

## SECTION 2: HEADTEACHER'S STANDARDS

### 1. SCHOOL CULTURE

Headteachers:

- establish and sustain **a Christ centred 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.
- create a Christ inspired culture where pupils experience a **positive and enriching school life** enabling them to flourish.
- uphold ambitious educational standards which reflect the distinctive characteristics of Catholic education and which prepare pupils from all backgrounds for their next phase of education and life.
- promote **positive and respectful relationships** across the school community and a safe, orderly and inclusive environment which recognises an individual's dignity as made in the image and likeness of God.
- ensure a culture of high staff professionalism rooted in **mutual respect, subsidiarity and the pursuit of excellence.**

### 2. TEACHING

Headteachers:

- establish and **sustain high-quality, expert teaching** across all subjects and phases, built on an evidence-informed understanding of effective teaching and how pupils learn.

- ensure 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.**
- ensure effective use is made of formative assessment.

### 3. CURRICULUM AND ASSESSMENT

Headteachers:

- ensure 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.
- establish **effective curricular leadership, developing subject leaders with high levels of relevant expertise with access to professional and Diocesan networks and communities.**
- ensure that all pupils 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.
- ensure valid, reliable and proportionate approaches are used when assessing pupils' knowledge and understanding of the curriculum.

**“Pupils and staff are proud of the school.”**

Ofsted 2022





#### 4. BEHAVIOUR

Headteachers:

- establish and sustain high expectations of behaviour for all pupils, **rooted in love, justice and reconciliation and built upon relationships**, rules and routines, which are understood clearly by all staff and pupils.
- ensure high standards of pupil behaviour through the promotion of the virtues and courteous conduct in accordance with the school's behaviour policy.
- implement **consistent, fair and respectful** approaches to managing behaviour.
- ensure that adults within the school lead by example and model and teach the virtues characteristic of a good citizen.

#### 5. ADDITIONAL & SPECIAL EDUCATIONAL NEEDS AND DISABILITIES

Headteachers:

- ensure the **school holds ambitious expectations** for all pupils with additional and special educational needs and disabilities in light of the principles of Catholic Social teaching.
- **establish and sustain ethos, culture and practices rooted in the distinctive characteristics of Catholic education** that enable pupils to access the curriculum and learn effectively.

“ Leaders have ensured that the school is improving quickly. ”

Ofsted 2022

- ensure that The English Martyrs works effectively in partnership with parents, carers, parish and professionals, to identify the additional needs and special educational needs and disabilities of pupils, providing support and adaptation where appropriate.
- ensure the school fulfils its statutory duties with regard to the SEND code of practice.

#### 6. PROFESSIONAL DEVELOPMENT

Headteachers:

- ensure staff have access to high-quality, sustained professional development opportunities in all key and distinctive aspects, aligned to **balance the priorities of whole-school improvement, team and individual needs**.
- prioritise the professional development of staff, ensuring effective planning, delivery and evaluation which is consistent with the approaches laid out in the standard for teachers' professional development
- ensure that professional development opportunities **draw on expert provision from beyond the school, as well as within it, including Diocesan** and nationally recognised career and professional frameworks and programmes to build capacity and support succession planning.



## 7. ORGANISATIONAL MANAGEMENT

Headteachers:

- ensure the protection and safety of pupils and staff through effective approaches to safeguarding, as part of the duty of care.
- prioritise and allocate financial resources appropriately, ensuring efficiency, effectiveness and probity in the use of public funds reflecting the school's Catholic mission.
- ensure staff are deployed and managed well with due attention paid to workload.
- establish and oversee systems, processes and policies that enable the school to operate effectively and efficiently and that are **rooted in a clear understanding of the Church's mission in education.**
- ensure rigorous approaches to identifying, managing and mitigating risk.

## 8. CONTINUOUS SCHOOL IMPROVEMENT

Headteachers:

- make use of effective and proportional processes of evaluation to identify and analyse complex or persistent problems and barriers which limit school effectiveness, and identify priority areas for improvement.
- develop appropriate evidence-informed **strategies for improvement as part of well-targeted plans which are realistic, timely, appropriately sequenced and suited to the school's Catholic context.**
- ensure careful and effective implementation of improvement strategies, which lead to sustained school improvement over time.

## 9. WORKING IN PARTNERSHIP

Headteachers:

- forge constructive relationships beyond the school, **working in partnership with parents, carers, the parish, Trust, Diocese and the local community.**
- commit their school to work successfully with other Catholic schools and other schools and organisations in a climate of mutual challenge and support.
- establish and maintain working relationships with fellow professionals and colleagues across other public services to improve educational outcomes for all pupils.

## 10. GOVERNANCE AND ACCOUNTABILITY

Headteachers:

- understand and welcome the role of effective governance, **rooted in strategic stewardship of the Catholic mission in education,** upholding their obligation to give account and accept responsibility.
- establish and sustain a professional working relationship with those responsible for governance which is inspired by a Christ centred vision of human formation.
- ensure that staff know and understand their professional responsibilities and are held to account.
- ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties.

*Based on the 2020 DfE Headteachers' Standards published to articulate the additional responsibilities of headship in addition to the requirements of the teachers' standards but reflecting the ethos of the Catholic school and the vocational role of a Catholic headteacher in upholding the mission of the Church*



<sup>1</sup> The term school refers to both voluntary aided schools and academies

<sup>2</sup> See Diocesan Briefing Note On Practising Catholic

<sup>3</sup> The Gospel of Matthew 5:3-12

<sup>4</sup> The Book of Genesis 1:26-27

<sup>5</sup> Dialogue and Proclamation, (1991) Pontifical Council for Inter-Religious Dialogue, Vatican.

<sup>6</sup> Compendium of the Social Doctrine of the Church, 2004, Vatican.

<sup>7</sup> The distinctive characteristics of Catholic education are 1. The search for excellence, 2. The uniqueness of the individual, 3. The education of the whole person, 4. The education of all and 5. Moral principles

<sup>8</sup> The Gospel of John 10:10

<sup>9</sup> The relevant principles being: the Dignity of the Human Person, the Call to Community and Participation, Rights and Responsibilities, the Preferential Option for the Poor and Solidarity.

# HEADTEACHER PERSON SPECIFICATION

A: Application Form I: Interview R: References CC: Checking Certificates

ESSENTIAL CRITERIA	CRITERION NO.	ATTRIBUTE	STAGE IDENTIFIED
<b>Faith Commitment</b>	E1	A practising Catholic (fulfilling the requirements of the Diocesan Briefing Note)	A/I/R
	E2	Secure understanding of the distinctive nature of the Catholic school and Catholic education	A/I/R
	E3	Understanding of the leadership role in spiritual development of pupils and staff	A/I/R
	E4	Experience of leading school worship	A/I
<b>Qualifications</b>	E5	Qualified teacher status	A/CC
	E6	Degree	A/CC
<b>Professional Development</b>	E7	Evidence of appropriate professional development for the role of headteacher	A
	E8	Evidence of professional development relating to Catholic ethos, mission and religious education	A/I/CC
	E9	Evidence of recent leadership and management professional development	A
	E10	Evidence of working with other schools/organisations/agencies	A/I/CC
	E11	Evidence of appropriate safeguarding training at senior leadership level	A/I/CC
<b>School Leadership and Management Experience</b>	E12	Ability to articulate and share a vision for education within the context and mission of a Catholic school	A/I/R
	E13	Ability to inspire and motivate staff, pupils, parents and the board to achieve the aims of Catholic education	A/I/R
	E14	To have successful experience as an effective deputy headteacher	A/I/R
	E15	To have taken a key role in school self-evaluation and development planning	A/I/R
	E16	An understanding of the relationship between the headteacher and the board in a Catholic school	A/I/R
	E17	Experience of working constructively with parents	A/I/R
	E18	Experience of monitoring staff performance	A/I/R
	E19	Thorough knowledge and understanding of current educational issues	A/I/R
	E20	Understanding of budget planning, staff deployment and effective use of resources	A/I
	<b>Experience and Knowledge of Teaching</b>	E21	Secure understanding of the requirements of the Religious Education Curriculum Directory and the National Curriculum
E22		Secure knowledge of statutory requirements relating to the curriculum and assessment	A/I
<b>Professional Attributes</b>	E23	To have excellent written and oral communication skills (which will be assessed at all stages of the process)	A/I
<b>Application Form and Supporting Statement</b>	E24	The form must be fully completed and legible	A
	E25	The supporting statement should be clear, concise (within the required word count) and related to the specific post	A
DESIRABLE CRITERIA	CRITERION NO.	ATTRIBUTE	STAGE IDENTIFIED
<b>Faith Commitment</b>	D1	Involvement in parish community	A/I
	D2	Recent experience in a Catholic school	A/I
	D3	Postgraduate level qualification	A/CC
<b>Qualifications</b>	D4	National Professional Qualification for Headship (NPQH)	A/CC
	D5	Successful completion of Diocesan leadership programme	A/CC
	D6	CCRS/CTC (or equivalent) or commitment to obtaining the certificate	A/CC/I



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## HOW TO APPLY

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If you wish to discover more about this exciting opportunity, need any further information or would like to have an informal discussion, please contact Will Bridge at Academicis, our recruitment partner, on [wbridge@academicis.co.uk](mailto:wbridge@academicis.co.uk) or by phone on 07825 346535/01223 907979

Closing date: 3rd February 2025

Shortlisting: 3rd February 2025

Interviews: 7th February 2025



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