



# St Edmund's Catholic School

*Caelum Dives Ingredi*

Headteacher: Mr S Graham BSc, NPQH

02392 823766

[www.saintedmunds.org.uk](http://www.saintedmunds.org.uk)

Dear Applicant,



# Wellbeing (Trinity Suite) Co-ordinator

## Information for Applicants

Our aim is to encourage spiritual development and understanding of the faith, create an atmosphere of order, discipline and respect, enabling every pupil to achieve their true potential. Maintaining standards of excellence in teaching and learning and build a family which cares for all its members where understanding, mutual trust and friendship are fostered.



**'I can do all things with the help of God who strengthens me.'**  
Philippians 4:13



# St Edmund's Catholic School

Arundel Street, Portsmouth Hampshire PO1 1RX

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Headteacher: Mr S Graham BSC, NPQH

Dear Colleague,

## **WELLBEING (TRINITY SUITE) CO-ORDINATOR: February/March 2026 Onwards**

St Edmund's is a thriving, positive and happy school, where individuals achieve excellent levels of personal development and outstanding academic achievement. As a Voluntary Aided Catholic School we seek to provide a Christian education for our children within the discipline and traditions of the Catholic church.

We are extremely proud of the quality of education, opportunities and life experiences that our children receive. This is only possible thanks to the fantastic staff who put students first and are committed to all aspects of the St Edmund's family. Our outcomes for students have been the best in Portsmouth and South Hampshire for several years. St Edmund's has been in the top 10% of all schools nationally for many years. We have been rated Outstanding by Ofsted in 2016 and June 2022 AND Outstanding in our Section 48 report in 2012 and 2023. This fantastic achievement reflects the special learning environment which exists here at St Edmund's, allowing students to learn and develop in a family where mutual trust, respect, collaboration and tolerance are fostered. Staff working at the school can enjoy their roles and reap the rewards of working with young people and educating the future generations of our world.

As a Christ-centred learning community we have a passion for developing the individual God given gifts which we are bestowed. We seek to improve curiosity, creativity and a passion for life long learning. In an environment with high standards and an atmosphere of order, discipline and respect. Our faith identity is not an add on but permeates all aspects of life at St Edmund's allowing individual, spiritual development in a positive family, where tolerance, love and mutual respect, a zest for learning are some of our guiding principles.

We are looking for someone with a commitment to the Catholic Christian ethos of the school, a capacity for hard-work and a passion for ensuring that students are successful both academically and in their educational experiences. Working with staff, students, parents and governors, you will have the enthusiasm, dedication and talent to continue to drive this outstanding family forward.

The successful candidates will be caring and enthusiastic and will have a genuine commitment to supporting the safety and welfare of pupils throughout the day. The candidate must be educated to at least GCSE level with a Counselling qualification. The role is term time only with two weeks over the year.

Great development opportunity and relevant training can be provided. There may be some flexibility with working hours.

The deadline for receipt of application is **Monday 2nd February 2026**. These can be emailed to the school via: [recruitment@saintedmunds.org.uk](mailto:recruitment@saintedmunds.org.uk).

I very much hope that having read the enclosed details and looked at the school website, you choose to apply.

**'An inclusive education finds a place for all and does not select in an elitist way the beneficiaries of its efforts.'**

**Pope Francis**

Yours faithfully

Mr S Graham  
Headteacher



## Application Procedure

We hope this guide is helpful and that, having read the details, you will wish to apply for the post. If so, please complete the St Edmund's application form.

I would ask you specifically to describe:

- Your experience to date and the main features of your current experience.
- Your reasons for applying for the post.
- How you might contribute to the St Edmund's family?

### **Please do not submit additional documentation.**

Completed applications should be returned to the Headteacher no later than:

**Monday 2nd February 2026**

**The post will start in February/March 2026 Onwards.**



St Edmund's Catholic School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is covered by the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 and you will be required to declare whether you have any criminal convictions. St Edmund's Catholic School is an equal opportunities employer and welcomes applications from all sections of the community.



The Trinity Suite Wellbeing Centre is open for all pupils to come in before school (open from 8 am), break, and lunch, if students would like to receive support.

We are upstairs by Student Services and have a big **colourful** sign on the door!

Regardless of what year group the student is in they can all go through emotional times which means we need someone to talk to.

The Trinity Suite is also a space to be able to relax with some colouring, read a book or use a computer with the support from the Trinity staff.

We strongly believe that through God we can achieve anything and he has a plan for us, but we are human, this means that sometimes we can suffer either mentally or physically.

### **The Team**

There is 1 ELSA who offers some 1-1 counselling and 2 Psychology Undergraduate students on a one year placement as well as the Wellbeing Trinity Suite Co-Ordinator and Deputy Wellbeing Trinity Suite Co-Ordinator who is based in the Camino Room.

### **Job Purpose**

- Work in partnership with teaching staff to identify and address the individual needs of students.
- To assist senior staff in securing the safety and welfare of pupils throughout the day.
- To supervise pupils during and between the morning and breaks as directed.
- To co-ordinate and be responsible for the Trinity Suite.

**'Success is no accident. It is hard work, perseverance, learning, studying and most of all, the love of what you are doing or learning to do.'**

