



SAINTS PETER AND PAUL
CATHOLIC HIGH SCHOOL

**BE A PART OF
OUR SCHOOL
COMMUNITY.
BE P AND P.**

**ASSOCIATE ASSISTANT PRINCIPAL |
SEND/CO**

SALARY | (L9-L13 £57,480 - £63,430)

COMPASSION | RESPECT | ASPIRATION



A WARM WELCOME FROM OUR PRINCIPAL

It is an absolute privilege to introduce myself to you as Principal of Saints Peter & Paul Catholic High School and to personally invite you to learn more about our excellent educational community as you consider applying for a role with us.

Year after year, our exam results continue to exceed our/national targets, placing us as one of the highest attaining secondary schools in Halton, but we are vigilant to complacency and remain driven to aspire further and higher for our students.

We expect the very best from our students, focussing on academic excellence and high standards of conduct and behaviour guided by our values of 'respect', 'compassion', and 'aspiration'. In return, we aim to provide them with the very best too, as shown through our exciting and diverse curriculum, and our programme of continued investment to develop and improve facilities and resources throughout the school at all levels.

As a Catholic school, our faith guides us in inspiring every student to be the best they can be through inclusive opportunities that enable students from every background to find their passion in life and place in the world.



**"PUPILS ARE PROUD TO
ATTEND SAINTS PETER
AND PAUL CATHOLIC
HIGH SCHOOL"**

Ofsted, July 2022

Every child is unique and deserves an education that captures and nurtures their gifts, talents and interests and helps them to shine. Whatever their ambitions, at Saints Peter and Paul Catholic High School you will find an educational experience that will prepare them to succeed, whether they attend a top University or take a vocational or practical route into further education, employment or training. In recent years, we have seen our students experience tremendous success in securing placements with high profile and well-respected employers and vocational providers, and enrolling in the most prestigious academic destinations, including Oxford and Cambridge universities.

A great deal of this success is derived from employing a team who are committed to making continuous improvements, and working in partnership with families who are invested in the academic journey and personal growth of their children and are fully supportive of the school's ethos. When we go the extra mile together, we can achieve great things.

We will be honoured to welcome you into our school family, and look forward to beginning an exciting journey together.

Yours Faithfully

A handwritten signature in black ink that reads "Mrs D. Scott". The signature is fluid and cursive, with the first letters of "Mrs" and "Scott" being larger and more prominent.

Danielle Scott
Principal



JOIN OUR CARING AND ASPIRATIONAL HIGH SCHOOL COMMUNITY IN THE NORTH WEST

Saints Peter and Paul Catholic High School in Widnes (or 'P&P' as it's known locally) was established in 1994 when the former Saints Fisher and Moore and Saint Joseph's High Schools combined.

Since then, our school has gone from strength to strength, becoming one of the highest attaining secondary schools in the borough of Halton and is a popular choice of high school for families across Widnes, Runcorn, and the surrounding areas of Liverpool and Warrington.

"THE SCHOOL JUST HAS THIS FRIENDLY, WARM AND JOYFUL ATMOSPHERE WHEN YOU WALK AROUND."

Year 9 parent visitor

"YOUR STUDENTS ARE A CREDIT TO YOU, TO THEIR FAMILIES, AND TO THE TOWN"

Member of the public, via Facebook

OUR VISION

An inclusive community of excellence and opportunity

OUR MISSION

Faith guides us to inspire every student to be the best they can be

Our dedicated team of teachers and associate staff ensure we continuously raise standards in learning, behaviour, and every aspect of teaching, embodied in our school values of:

OUR VALUES

COMPASSION

We are kind and loving towards others and the world around us so as to promote the dignity of the individual.

RESPECT

We take care of ourselves, each other and our environment.

ASPIRATION

We expect the best of ourselves and aspire to be better tomorrow than we are today.

A 'GOOD' SCHOOL WITH AMBITION

In July 2022, we were delighted to be once again awarded 'Good' status by Ofsted. During this inspection, we received exceptional praise over the quality of teaching in our school, the pastoral support we provide to our children, and our ambitious subject curriculum.



VISIT WWW.SAINTSPETERANDPAUL.HALTON.SCH.UK/OFSTED-POLICIES TO VIEW THE OFSTED REPORT IN FULL.

LEADING THE WAY IN THE NORTH WEST



A National Centre for Excellence in the Teaching of Mathematics (NCETM), our Mathematics faculty is an established hub of best practice in the north west, providing education and support for teaching partners across Cheshire and Wirral.

A REGIONAL NETWORK OF SUPPORT AND COLLABORATION

As a Catholic school, we have access to and work closely with a network of teaching colleagues and educational partners within the Liverpool Archdiocese region, sharing best practice, training, and resources to optimise the wide range of professional support available.



DEVELOPMENT OPPORTUNITIES



Working in close partnership with Wigan and West Lancashire Catholic School Direct, we support prospective teaching trainees through a range of opportunities including teaching internships and the Train to Teach programme.

OUR TEAM

Our team of teaching and associate members of staff are at the heart of our happy, friendly, and supportive school community.

You will be part of an ambitious and highly effective team who are committed to driving innovation, celebrating success, and supporting each other, in addition to giving their all for our students.

“STAFF TOLD INSPECTORS THAT THEY APPRECIATE LEADERS’ EFFORTS TO SUPPORT THEIR WELL-BEING AND TO ENSURE THAT THEY HAVE A REASONABLE WORKLOAD.”

Ofsted, July 2022

P&P PERKS

- Staff room (with free tea and coffee)
- CPD zone with computer access
- Free parking onsite
- Cycle to work scheme
- Local government pension
- Half Term Hero staff recognition award
- Access to occupational health services
- Staff health check programme
- Partnerships with local sports clubs
- Partnerships with local lifestyle businesses including Slimming World and hair and beauty salons
- Staff social events
- Access to running track and gym facilities
- End of term breakfast

YOUR PROFESSIONAL DEVELOPMENT

Your development is a priority for us, and we invest in the ongoing professional education and learning of the team around us throughout the academic year.

Staff have access to a range of learning and development opportunities including:

- Our annual review system
- Formal qualifications
- Training via The National College
- Peer support and mentoring
- Access to regional professional networks
- Leadership development opportunities including access to National Professional Qualifications programmes

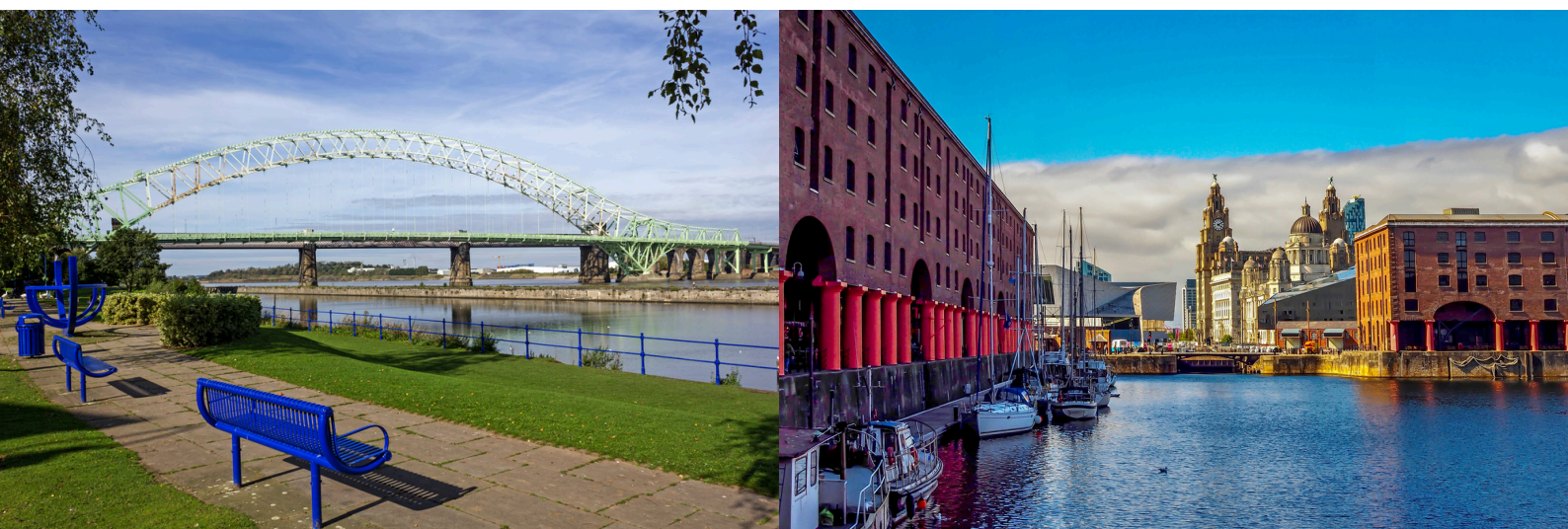


ABOUT WIDNES

Sitting in the north west of England, Widnes is a growing town in the north of Cheshire with lots of character and a rich history of industry and rugby achievements.

It's excellent location means it's just a thirty minute drive to the bustling heart of Liverpool and 20 miles away from Manchester, perfect for those who want to explore these exciting city centres from an easily accessible and central base. For those looking to experience the great outdoors, the coastline of North Wales is less than an hour away, and the Lake District is less than two.

Our school is just a short walk from the town centre, filled with popular eateries and coffee shops. There's also plenty to keep you occupied in and around town, from walks along the River Mersey to Pickering's Pasture nature reserve and relaxing in beautiful Victoria Park, to visiting the cinema, ice rink, Catalyst science museum and the famed Spike Island.



“HALTON WILL BE A THRIVING AND VIBRANT BOROUGH WHERE PEOPLE CAN LEARN AND DEVELOP THEIR SKILLS, ENJOY A GOOD QUALITY OF LIFE WITH GOOD HEALTH; A HIGH QUALITY, MODERN URBAN ENVIRONMENT; THE OPPORTUNITY FOR ALL TO FULFIL THEIR POTENTIAL; GREATER WEALTH AND EQUALITY; SUSTAINED BY A THRIVING BUSINESS COMMUNITY; AND WITHIN SAFER, STRONGER AND MORE ATTRACTIVE NEIGHBOURHOODS”

ASSOCIATE ASSISTANT PRINCIPAL | SENDCO

An exciting opportunity has arisen for a dynamic and inspirational leader to join our school community to lead on the support of students with Special Education Needs and Disabilities. We are seeking to appoint a strategic thinker, an outstanding teacher and someone able to inspire, lead and motivate students and staff.

The Associate Assistant Principal SENDCO will work closely with the Governing body, Senior Leadership Team and SEND team to further enhance the curriculum, teaching, learning and assessment to secure the best possible outcomes. The SEND team is a strong group which consists of an Assistant SENDCO, an Inclusion Manager, two Lead Mentors and a team of TAs, some of which lead specialist provision.

This is an ideal opportunity for a current SENDCO from any setting, who is looking to take the next steps into senior leadership. The role also has the time attached to it that will allow for the individual to lead the SEND team strategically.

At our warm and welcoming school, we focus on our core values of respect, compassion and aspiration and every member of staff plays an important role in promoting these values every day.

In our most recent Ofsted inspection in July 2022, we were rated as 'Good' and we are currently preparing for our upcoming Section 48 Inspection

We will offer you the opportunity to;

- Be welcomed into our supportive staff team and experience our special sense of community
- Be supported in your continued professional development
- Become part of the extremely strong and supportive Archdiocese of Liverpool Secondary School Improvement Trust in which there are regular opportunities to collaborate and share practice

Prospective applicants are most welcome to discuss the position and arrange a visit by telephoning Mr Caine, Assistant Principal on the main school number, 0151 424 2139.

JOB DESCRIPTION

The AAP SENDCO will work collaboratively with the school leadership team to fulfil our school vision to promote an inclusive community of excellence and opportunity, both within their area and across wider aspects of the whole school.

The AAP SENDCO will be the school wide SENDCO and will ensure that the additional needs of individual students are catered for and coordinate the provision of interventions, strategies and supportive plans. They will lead this school wide priority to ensure each child is known and supported to be the best version of themselves.

RESPONSIBILITIES

- To be the strategic lead for the development and implementation of SEND (including SEMH) initiatives and strategies throughout the school which raise the teaching practice of all members of staff and therefore raise student standards and progress
- To ensure that practice is compliant with the SEND Code of Practice (2014) and other relevant statutory requirements
- To lead the team in facilitating assessments of pupils with SEN to identify needs and monitor progress - including observations in the classroom, meeting with students, teachers and parents, use of data and working with primary schools during transition
- To lead in securing high standards of learning, behaviour and achievement across the SEND cohort, including a rigorous system of tracking, monitoring and timely intervention
- To contribute to the leadership of the school wide inclusion plan
- To lead the allocation of support staff to individual students and key groups. This includes the High Needs team, SEMH team and TAs
- To ensure there is robust recording of effective intervention and the impact they have on our students and that they deliver value for money
- To lead the team in ensuring an effective and robust appraisal system is in place
- To lead the support and intervention of students that are not secondary ready with a specific focus on literacy and numeracy
- To lead in developing, implementing and evaluating whole school CPD that leads to school improvement, based on the data available and the impact of previous CPD. This includes supporting NQT and RQT staff in relation to SEND

RESPONSIBILITIES CONTINUED

- To liaise with external partnerships, the local community, Local Authority and others where appropriate, including participating in the various networks for SENDCOs, locally and nationally
- To undertake research into best practice in other schools, evaluate innovative curricular practices and draw on research outcomes, and other sources of external evidence, to inform own practice and that of colleagues
- To create an effective dialogue between parents, school and pupils, reporting to and informing parents of the stage of support appropriate to their child. To formulate and maintain close links with outside agencies
- To ensure the team widely share updates and information regarding the SEND code of practice to all relevant staff
- To be a role model for teachers, cover supervisors, teaching assistants and students ensuring best practice and excellence
- To quality assure the statutory requirements for all documentation (including access arrangements) and individual plans for students with additional needs
- To support the Assistant Principal (Inclusion) with the self-improvement cycle to continually raise the standard of provision engaging with:
 - self-evaluation
 - faculty development planning
 - quality assurance activities
 - CPD
 - school improvement partner
 - governors and other external stakeholders.
- Fulfilling wider professional responsibilities
- Maintaining a high level of professional conduct

RESPONSIBILITIES CONTINUED

This Job Description is not intended to be either prescriptive or exhaustive: it is issued as a framework to outline the main areas of responsibility.

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date below but will be reviewed on an annual basis and following consultation with you may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.

PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
QUALIFICATIONS AND EXPERIENCE		
Qualified Teacher Status.	✓	
5 years qualified teacher status.	✓	
Qualification and experience with SEND policy and practice including the SEND code of practice.		✓
Experience of successfully leading a subject, key stage or whole-school area.	✓	
STRATEGIC DIRECTION AND DEVELOPMENT OF THE SCHOOL		
The ability to work constructively in partnership with all stakeholders, establishing positive and effective collaborations with parents, governors, other schools, external agencies and the local community	✓	
The commitment to develop a positive, diverse and inclusive Christian ethos which values each individual and challenges any form of discrimination.	✓	
Experience of school self-assessment and School Improvement Planning in order to secure effective teaching and learning and raise standards.	✓	
Knowledge of recent educational developments, initiatives and legislation, and how they may impact on the school.		✓
Devise creative intervention packages and judgements based on careful analysis of SEND data.	✓	
LEADERSHIP AND MANAGEMENT		
Proven experience as a leader within school, leading, motivating and managing staff effectively and working as a team member/leader.	✓	
Proven ability to develop the teaching and learning of SEND	✓	
Proven ability to self-motivate, use initiative and lead pro-actively.	✓	
Excellent organisational skills and the ability to have a flexible and adaptable approach.	✓	
Excellent listening, written and oral communication skills, the ability to chair meetings, make presentations and to communicate effectively with pupils, parents, governors and staff.	✓	
The ability to manage time effectively.	✓	
TEACHING AND LEARNING		
Sustained a high standard of teaching over time	✓	
A proven ability in the use of data and ICT.	✓	
Experience of successfully leading curriculum developments.		✓

PERSON SPECIFICATION CONTINUED

	ESSENTIAL	DESIRABLE
Experience of, and commitment to, broadening the range of opportunities available to pupils through extra-curricular/extended schools activities.		✓
Experience of successfully managing and allocating SEND funding	✓	
PERSONAL QUALITIES		
Leadership skills in promoting and managing change.	✓	
Ability to work as part of a team in the formulation and review of policy with particular regard to the School Development Plan and vision.	✓	
Ability to motivate others through personal influence and concern for individual needs.	✓	
Able to operate under pressure.	✓	
The drive and enthusiasm to make a substantial personal investment in all aspects of the life of the school,.	✓	
A commitment to school improvement driven by a clear, shared vision of the school's future.	✓	
Ability to advise and support the Governing Body in the exercise of its function.		✓
Ability to conduct meetings productively, to present reports and communicate information coherently in both verbal and written forms including with external agencies.	✓	
INTERPERSONAL SKILLS		
Capacity for enthusiastic participation and ability to make significant contribution to the work of the Extended Leadership Team and the whole staff.	✓	
Ability to solve problems and resolve conflicts through skills of negotiation and reconciliation.		✓
An unceasingly optimistic approach and a sense of humour.	✓	

HOW TO APPLY

This vacancy has been advertised on our school website, and the TES website.

Further information about our school, this post, and an application form can be found here:

www.saintspeterandpaul.halton.sch.uk/vacancies

Please send completed application forms to:

Mrs Marcela Cotes, Personnel Officer, at Saints Peter and Paul Catholic High School, Highfield road, Widnes, WA8 7DW

Alternatively, they can be e-mailed to:

recruitment@saintspeterandpaul.halton.sch.uk

Strictly no CVs. CES Application forms only with supporting statement.

Timeline for applications

Closing date for applications is 9am Monday 6th May 2024.

Interviews scheduled for later the same week.

Please telephone 0151 424 2139 if you have any questions about this vacancy



SAINTS PETER AND PAUL
CATHOLIC HIGH SCHOOL

COMPASSION | RESPECT | ASPIRATION