



St Augustine's

PRIORY



Rated
'Outstanding'

In all categories, Diocesan Inspection 2019



Leading Catholic
Independent Day School
for girls aged 3-18 and
boys in the Nursery,
set in 13 acres of
stunning grounds

RE TEACHER

Applicant Information



Winner
Student initiative of the year



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Letter from the Headteacher

Dear Applicant,

Thank you for the interest you have shown in the post of Teacher of RE at St Augustine’s Priory, and welcome to our inspirational school which is at a very exciting stage of its development. Our priority is to deliver excellence in all aspects of this wonderful school - we have done this through nurturing and empowering our passionate staff, by fostering a culture of ideas, energy and possibilities and by a relentless focus on developing each girl to the best of her ability. We are expanding our school roll and have ambitious plans for the development of facilities.

St Augustine’s Priory is a leading Catholic, independent day school for girls aged 3-18 (with boys in the Nursery). The four parts of the school (Prep, junior, Senior and Sixth Form) are located on the same site. We are an all-through school and it is an enormous benefit to girls and parents that pupils who join us in the junior School are able to move seamlessly up with us through to the Sixth Form years. As a Catholic School we hold the care of the whole person as central to what we do.

The school’s most recent Diocesan Inspection Report graded St Augustine’s Priory as ‘Outstanding’, the highest possible grade, in all categories across both *Classroom Religious Education* and *The Catholic Life of the school*. Inspectors observed “The sense of community, underpinned by Catholic tradition and practice, provides a nurturing environment where pupils flourish academically and spiritually.”

The 13 acres of grounds in which the school sits provide a physical freedom unique in the heart of London. The Farm, Forest School, Meadow, Astro-turf and Open Air Theatre all utilise the natural setting, encouraging pupils to enjoy an emotional freedom to grow intellectually and spiritually. Our examination results are exceptional and we pride ourselves on instilling in girls a love of learning.

We have been in Ealing for over one hundred years and we represent a wonderful continuity of expertise in educating women of the future. Our founders were exceptional, visionary women who strove to offer girls the best education possible; we continue in this tradition and rejoice in the generations of staff and of families who continue to work and study here. We offer a broad and varied curriculum with rich opportunities for personal development.

Girls are assessed on initial entry and move automatically through to the Senior School. External candidates who join us at 9+, 10+, 11+, 13+ and 16+ sit entrance examinations. Scholarships and Exhibitions are available. The school is highly sought after.

We warmly welcome candidates from a range of backgrounds and invite you to contact Ms Nadia Chandler (HR officer) hr@sapriory.com — if you have any questions.

Yours sincerely

Sarah Raffray

Mrs S. Raffray MA NPQH
Headteacher



Mission Statement

We are an all-through, inclusive Catholic girls' school with boys in the Nursery. As a girls' school we are committed to preparing girls for life long effectiveness and success. As part of their journey, girls will learn of intellectual risk-taking and emotional strength, reflection and self-knowledge, persuasiveness and team building as well as a cultural curiosity for an enriched enjoyment of life.

In our stunning 13 acres of grounds, girls have a physical freedom unique in central London. We aim to instil in them the emotional freedom to grow intellectually and spiritually and to understand the truth about themselves, others and our complex world. We will give them the courage to be ambitious and compassionate and we will provide a secure, happy and nurturing community in which to explore all of the above.

To this end we seek, develop and retain the best teachers who value well-being and the individual progress of each girl as much as they are relentless in their pursuit of academic excellence. Their goal is life-long success for each girl and they set the pace of energy and dynamism within which the girls flourish.



A Letter from the Head of Religious Education

Dear Applicant,

We look forward to receiving your application to join our outstanding department. Religious education is at the heart of our school and girls from all faiths treasure the high quality of their learning in religious education.

There is a separate application form and applicants should pay particular attention to its accurate completion. I also enclose some information about the school.

Should you have any further queries please do not hesitate to contact the School. You are also welcome to arrange a preliminary visit to the School at a mutually convenient time.

I trust this brochure will be informative and helpful in making the decision to apply for this post, and look forward to receiving your application.

Contents

1. Information about the Religious Education Department
2. The Job Description for Teacher of Religious Education
3. The Person Specification for Teacher of Religious Education
4. An outline of the selection procedure

Yours faithfully,

Mrs L. McDermott, BA

Head of Religious Education

Our Religious Education Department

“Pupils make rapid progress over time, and achieve well above average standards, because they are taught extremely well. Relationships between staff and pupils and the pupils themselves, are extremely positive. RE leaders and staff act as excellent role models to the girls, setting high expectations of what can be achieved which enables pupils to cultivate excellent study skills and attitudes to learning.”

“The overall effectiveness of the Catholic life of St Augustine’s in developing pupils’ experience of the richness of a Catholic way of living and believing, is outstanding. The sense of community, underpinned by Catholic tradition and practice provides a nurturing environment where pupils flourish academically and spiritually. The diverse religious make-up of the school provides rich opportunities for inter-faith dialogue, which contributes greatly to the Catholic life of the school. Religious education is at the core of

the curriculum through both its status on the timetable and the allocation of curriculum time. Worship and prayer are central to the life of the school which offer liturgical experiences that are rich and formational. The strong tradition of performance, particularly in music, greatly enhances worship and the liturgy. Pupils' understanding of, and engagement with, the Common Good is a particularly impressive feature of the school, and pupils develop a personal responsibility to those in need."

Diocese of Westminster Inspection Report May 2016

Facilities

We have specialist Religious Education classrooms. Our beautiful Arts and Crafts Chapel and lovely Prayer garden and extensive grounds are used widely by the Department.

Outside links

The Faith and Belief Forum is an organisation that promotes education and opportunities to meet people of other faiths to develop understanding and dialogue between all people. We have been working with this organisation since September 2010. We are linked with the Jewish Community Secondary School in Barnet. A group of girls in LIV and UIV meet the other pupils on three link days during the school year. This enables them to learn about the lives of people of other faith and explore the meaning of their own faith too.

Staffing

Head of Religious Education full time, presently teaching from KS3-KS5.

Two other full time members of staff, both also presently teaching from KS3-KS5.

Part time teacher of Religious Education.

Curriculum

Information by years

Ages 3 – 11 (Foundation to Key Stages 1-2)

In order to deliver the Religious Education Curriculum Directory our Religious Education syllabus for Foundation to Key Stage 1 – 2 is based on the 'I Am the Way, the Truth and the Life' programme.

Ages 11 – 14 (Key Stage 3)

We continue to deliver the Religious Education Curriculum Directory (RECD) through our own school programme based on 'The Way, the Truth and the Life.' We find this enables

the girls to develop a deeper understanding of the historical and theological issues studied.

Ages 14 – 16 (Key Stage 4)

AQA Specification B: Catholic Christianity and Component 2: Perspectives on faith Judaism and religious, philosophical and ethical themes: Theme A: Religion, relationships and families and Theme C: Religion, human rights and social justice. (8063)

Religious Education in the Sixth Form priory 6

Every student in Priory 6 has one lesson a week of CORE RE. This is also based on the Religious Education Curriculum Directory (RECD).

A Level

Age 16 - 18 (Key Stage 5)

Eduqas Religious Studies

Component 1: A Study of Religion

Component 2: Philosophy of Religion

Component 3: Religion and Ethics

Core Religious Education

Currently, General Religious Education is taught in Lower and Upper VI for one period per week. This is delivered by the Head of department and a member of the RE department.



Job Description: Teacher of Religious Education

Salary and Benefits

The post-holder will be paid on the appropriate point of the St Augustine's grading scale. The salary for Teacher of RE will be commensurate with experience and will recognise the responsibility that this post entails.

The School has its own pay scale and benefits include:-

- Free school lunch during term time
- Cycle to work scheme
- Pension — the post-holder will be enrolled into the Teacher's Pension Scheme and they and St Augustine's Priory will pay the appropriate contributions
- Discounted school fees for your children - daughters throughout and sons in nursery
- Free onsite parking

Line of Responsibility:

The Teacher of RE is directly responsible to the Head RE for curriculum matters and the Senior Form Teachers for Year Group issues.

Job Content: Strategic Purpose

The basic duties of a teacher are outlined in the staff handbook and include other duties such as the form teacher role.

Operational Responsibilities

Teaching

- Teach Religious Education as required from KS3 through to KS4. KS2 may also be required

- Offer some General Religious Education at KS5, as required.
- Take an active part in the Liturgical Life of the School
- Plan work in accordance with departmental Schemes of Work.
- Take account of girls' prior levels of attainment and use them to inform planning.
- Set work when required for absent girls
- Maintain good discipline by following the school's policies and procedures.
- Establish a purposeful working atmosphere during all learning activities.
- Set appropriate and challenging work for all girls
- Identify and work appropriately with 'Special Educational Needs and Disabilities' girls and 'Gifted and Talented' girls
- Run extra-curricular activities in the Religious Education Department.

Assessment, Recording and Reporting

- Keep appropriate records of girls' work.
- Mark and return work set, including homework within an agreed and reasonable time.
- Carry out assessment programmes, as agreed by the School or department
- Complete student reports in line with School Policy
- Attend parents' evenings as required and keep parents informed about their child's
- Performance and future targets

Pastoral Duties

At all times the welfare of pupils is paramount, and the post-holder has a professional duty to exercise sound judgment in upholding the School's systems and to make all necessary referrals to line-managers in a timely fashion. As a Form Teacher the post-holder will be required to:

- Ensure that registration of pupils is completed in accordance with the school's agreed procedures and be aware that this is a legal duty for children of school-age
- Care for children in the form as a reasonable parent might be expected to do
- Be respectful of appropriate boundaries in the exercise of professional duties and care
- Support other staff with regard to the pastoral care and academic welfare of members of the form
- Support members of the form in their dealings and relationships with parents, school staff and other pupils
- Ensure all administrative tasks in relation to the duties of a Form Teacher are carried out within the agreed deadlines and to an acceptable standard
- Accompany the form during school functions e.g. Mass and assemblies
- Develop positive working relationships and communicate effectively with parents and carers
- Deliver the school's PSHEE programme
- Provide pupils with a positive role-model

Performance Management and Professional Development:

- The teacher will be part of the School's Performance Management Scheme. S/he will have an appraiser who will set agreed targets and monitor professional development.

General

In addition the post is subject to compliance with:-

- School policies and guidelines on the curriculum and school organisation
- Local area safeguarding procedures

The duties and responsibilities detailed within the job description should be supplemented by those accountabilities, roles and responsibilities common to all classroom teachers as set out in the Staff Handbook.

School Involvement

For all staff appointed to the School there is an expectation that they will:-

- Play a full part in the organisation and decision making of their specific department in the School generally through the structure of formal and informal meetings and thus contribute to the consultative process by which the School attempts to operate
- Undertake a pastoral role such as a form tutor or member of a pastoral team thus contributing to the support of students in the widest context
- Within their individual interests and capacities contribute to the wider, extracurricular activities on offer to students
- Carry out other duties that are reasonably assigned by the Headteacher



Conditions of employment:

The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the Contract of Employment).

The post-holder is required to support and encourage the School's ethos and its objectives, policies and procedures as agreed by the Governing Body.

The post-holder must uphold the School's Policy in respect of all matters related to safeguarding and Child Protection.

The post-holder may be required to perform any other reasonable tasks, after consultation.

This Job Description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so constructed.

This Job Description is not necessarily a comprehensive definition of the post. The job description will be reviewed and may be amended annually, within the terms of your Conditions of Employment.

Person Specification: Teacher of RE

Applicants should:	Essential	Desirable	Primary means of assessment
Subject Delivery			
Be a practising Roman Catholic	x		Application Form
Have a good Honours Degree or evidence of qualification to teach Religious Education to A2	x		Application form and interview
Show they maintain an up-to-date knowledge of subject and teaching methodologies	x		Supporting letter
Have good understanding of assessment and public examinations		x	Supporting letter
Ability to teach another subject to KS3 Level		x	Supporting letter
Have Qualified Teacher Status or have completed PGCE	x		Application form
Willing to run and participate in retreat programmes and liturgical services.	x		Supporting letter
Have high expectations of pupils	x		Interview
Be able to communicate effectively with pupils	x		Interview Teaching
Be able to communicate effectively with colleagues	x		Interview
Work well in a team	x		Interview
Act upon advice	x		Interview
Have good range of teaching strategies	x		Interview Teaching
Be able to use data to help children learn	x		Supporting Letter
Show knowledge of how to plan for effective learning	x		Interview Teaching

Be able to teach challenging, organised sequenced lessons	x		Interview
Make effective use of assessment	x		Interview
Promote independent learning	x		Interview
Give developmental feedback to girls	x		Interview Teaching
Have good ICT skills	x		Supporting letter Teaching
Whole School			
Have a sound understanding of safeguarding	x		Interview
Understand special educational needs	x		Supporting Letter
Deal effectively with parents	x		Interview
Be willing to participate in wider extracurricular life of the School	x		Interview
Understand the roles of colleagues and managers in school	x		Supporting Letter



The Application and Selection Process

Candidates should complete the St Augustine's Priory Application Form, available from www.sapriory.com/about-us/vacancies/

Write a letter of application detailing:-

How your skills, knowledge and experience match the school's requirements for the post of Teacher of RE.

Please send both via email to hr@sapriory.com to arrive by 12 noon Friday 13th March 2020. Interviews will be held week commencing 16th March, subject to change.

On the day of the interviews all applicants will be offered a tour of the school and grounds. They will also be asked to complete a written task and there will be a formal interview before the appointments panel.

The successful candidate will be asked to accept the post by telephone, but only once a contract has been signed will unsuccessful applicants be informed. All applicants should be aware that this is a normal part of our selection procedure and should make no assumptions based on a short delay.

For an informal confidential discussion about the role please contact our HR Officer Ms Nadia Chandler at St Augustine's Priory by email or telephone. 020 8997 2022 or hr@sapriory.com

All applications will be acknowledged by email. If you have not received acknowledgement that your application has been received within five working days of sending it, please contact St Augustine's Priory by telephone (020 8997 2022).