

St Bernadette

Catholic Secondary School



WHO MIGHT BE INTERESTED?

Lay Chaplain

Application Pack



May 2026
Dear Applicant,

We are delighted that you are considering applying for the role of Lay Chaplain at St Bernadette Catholic Secondary School.

At St Bernadette's, we are a school with high ambition, strong Catholic values, and a commitment to excellence. Our recent Ofsted inspection (January 2025) reaffirmed our strengths, grading us as a Good school, with inspectors praising the quality of teaching, high expectations, and a positive, supportive environment.

We hope this application pack will give you a strong picture of our school and you enjoy learning more about us. If you have any questions or are interested in a tour of the school please contact Steph Lindley the Headteacher's PA recruitment@Stberns.bristol.sch.uk

Best wishes,
Edward Walker
Headteacher





Lay Chaplain

Required: As soon as possible
Salary: BG10 s/p 22-26 (£35,142-£39,152 pro rata)
Location: Whitchurch, Bristol
Contract Type: 15hrs pw
Contract Term: Permanent - Term time only

“School is one of the educational environments where one grows by learning how to live, how to become grown-up, mature men and women. School broadens not only your intellectual dimension, but also the human one.”
(Pope Francis, June 2013).

Help our students in their faith journey. Work with an able team of staff in our RE Faculty and play a major role in the spiritual development of St Bernadette.

We can offer:

- Happy, friendly and talented students
- Enthusiastic, committed and friendly staff
- A school with strong care, support and guidance

You are:

- Committed to making a full contribution to this core faculty in our school.
- Enthusiastic, with effective strategies to build on the spiritual life of the school.
- Empathetic - courteous, sensitive and able to build a rapport with pupils of all ages, ability and background.
- Well-organised, proactive, and a supportive team player.
- An excellent communicator, with good interpersonal skills
- Flexible, adaptable - with a positive approach to working in a structured environment.

You will:

- Fully support the Head of Learning (RE), and play an active part in the liturgical life of the school.
- Deliver a varied programme of worship and reflection, preparing Masses, Liturgies and Services.
- Support staff/pupils in prayer, charity work and faith life.
- Report directly to the HOL RE.

Contact us:

Email – recruitment@stberns.bristol.sch.uk

Website – www.stberns.bristol.sch.uk

Application forms are available on the [website](http://www.stberns.bristol.sch.uk) or by emailing recruitment@stberns.bristol.sch.uk

Closing date— Mon 1st June 2026

Interviews— TBC



About our School

St Bernadette's is a vibrant and successful secondary school located in Whitchurch, South Bristol. Our recent Ofsted inspection in January 2025 highlighted the strong leadership, high-quality teaching, and excellent pastoral care that characterize our school. Inspectors particularly praised the harmonious atmosphere, the positive relationships between staff and students, and the ambitious curriculum designed to meet the needs of all learners.

While our Catholic identity remains an integral part of our community, we pride ourselves on being a welcoming and inclusive school. Our mission is to support every student to achieve their potential, develop as confident and responsible individuals, and prepare for the opportunities and challenges of adult life.

Key Features of St Bernadette's:

- Maintained the school's Good rating in all areas at the most recent Inspection (January 2025).
- Graded as an Outstanding Catholic School in 2022 S.48 inspection
- A commitment to academic excellence and personal development.
- Strong systems of care, support, and guidance for all students.
- A vibrant and inclusive community with a focus on mutual respect and collaboration.





A community of faith

Our identity as a faith community is at the heart of all that we do. We are proud of our Catholic tradition and our partnerships with the Diocese of Clifton, our partner schools in the Aquinas Group and with St Brendan's Catholic College, which provides our Sixth Form. We celebrate each person's unique set of God-given talents and work hard to ensure pupils use them to the full. We were therefore delighted to be recognized as an outstanding Catholic school in our last Section 48 inspection.



Our faith is at the core of our daily life, our interactions with each other and our learning. As a school we come together as a faith community through assemblies, services and masses. We offer pupils opportunities for spiritual growth and development not only through Religious Education lessons but also through trips, retreats and school-based activities in our Chapel.

All curriculum areas within the school support and contribute to the faith life of the school. Each faculty has identified how it contributes to the mission of the school, as well as its contribution to Catholic Social Teaching.

Our pupils put their faith into action by helping others and each year raise thousands of pounds for a number of charities. Pupils are also involved in local community initiatives and we are always impressed by their generosity and energy in helping others.



A community of learning

St Bernadette's is an ambitious learning community. Our approach is underpinned by a research-informed approach to teaching. Our practice is guided by Rosenshine's principles, ensuring evidence-based strategies drive high-quality instruction. We are committed to fostering scholarship, encouraging pupils to embrace academic challenge, take responsibility for their learning, and strive for excellence.

Our broad and rigorous curriculum ensures all pupils achieve their full potential, balancing the depth of traditional subjects with the innovation of new technologies. Teaching is adapted through flexible groupings, allowing every pupil to access appropriately challenging content. Progress is closely tracked against ambitious targets, ensuring high expectations for all.

Scholarship is central to our ethos, now framed by six key attributes that shape our pupils as 'St Bernadette Scholars.' These attributes are explicitly developed through lessons, our reward system, and wider school life, embedding a culture of academic excellence.

Staff development is integral to our success. Our CPD model is structured around instructional coaching, WALKTHRU's, and collaborative expertise, ensuring continual growth through evidence-based practice. By investing in our teachers, we secure the highest standards of learning and aspiration, positioning St Bernadette's as the academic choice for the Catholic community.



Excellence at St Bernadette's

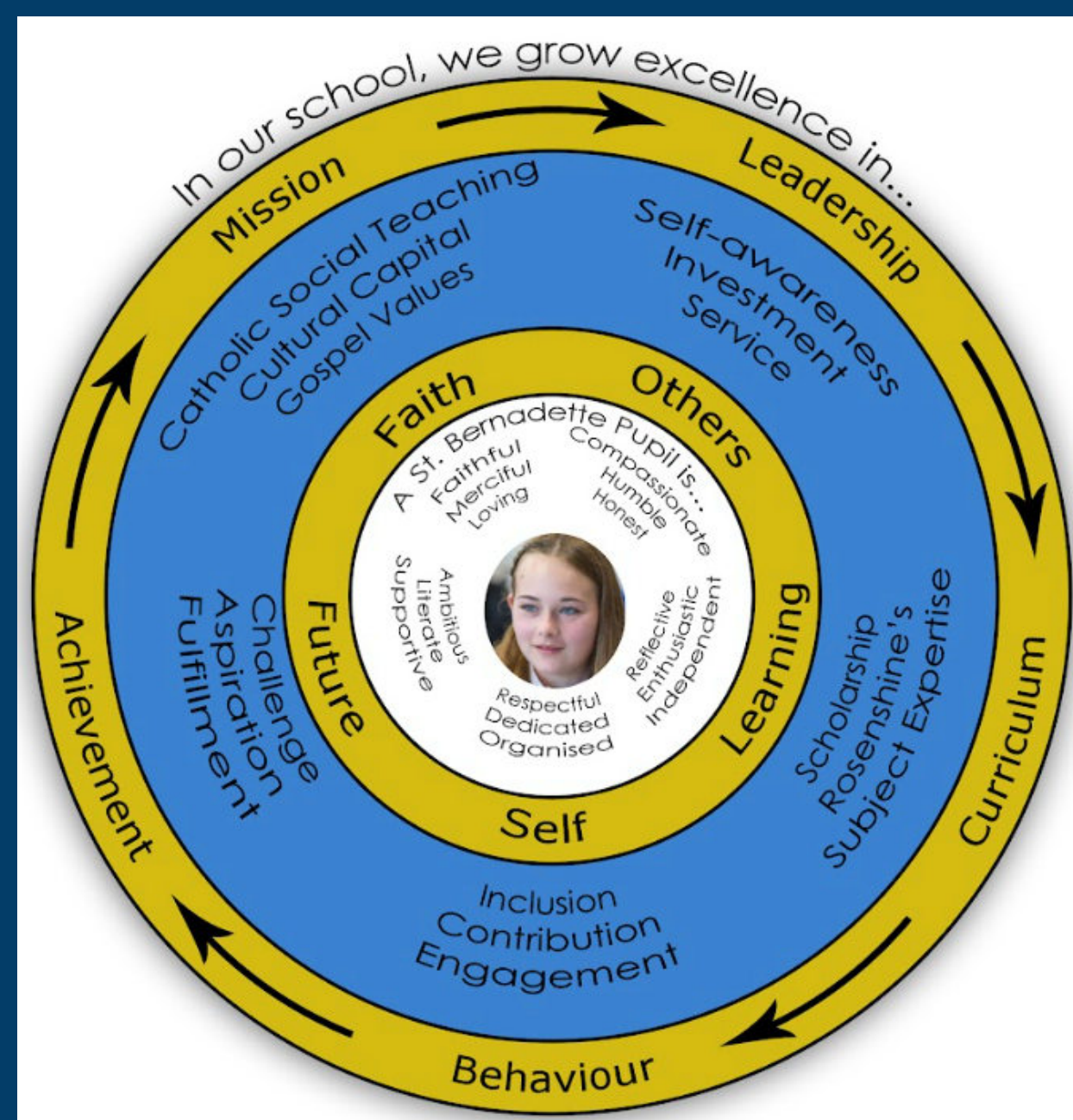


A Strong and Improving School
Our school continues to go from strength to strength. Recent data shows:

✓ Academic Success – Progress 8 and GCSE attainment have improved significantly, with students achieving strong outcomes across a broad and ambitious curriculum. Many of our pupils progress to top post-16 providers, including St Brendan's Catholic College and Russell Group universities.

✓ Parent & Staff Confidence – Over 90% of parents consistently recommend the school, reflecting our high expectations and strong relationships with families. Staff support for leadership is consistently high, with surveys showing deep trust in our vision and direction.

✓ Outstanding Behaviour & Culture – Our centralised behaviour system is highly successful, ensuring students can learn in a calm, structured, and aspirational environment. Behaviour is consistently praised by external visitors, and attendance continues to strengthen year-on-year.





Why work for us ?

Our 2025 Ofsted inspection highlighted

- “The safe, welcoming, and inclusive environment we create for all pupils, ensuring they feel valued and supported.
- The high expectations we set for behaviour, leading to a calm and orderly learning environment.
- Our broad and ambitious curriculum, carefully designed to help pupils build their knowledge over time.
- The strong support for pupils with SEND, ensuring they can access learning effectively.
- The impact of our careers and personal development programme, preparing pupils well for their next steps.
- The strong leadership and governance ensuring that our shared vision for the school is clearly understood and supported.”

In addition we offer:

- A strong Catholic ethos - judged “Outstanding” in our 2022 Section 48 Inspection
- Happy, friendly and talented students
Enthusiastic, committed and friendly staff and governors
- A full package of wellbeing and health support.



Job Description



Purpose of the Job

- To support and challenge the school in strengthening and maintaining its distinctive ethos as a Catholic School.
- To enhance the spiritual and worship life of the school with space to reflect, search, question and discover
- To ensure the ethos, values and goals of the school, as reflected in the Mission statement, are communicated positively to colleagues, parents, pupils and the community
- To offer a chaplaincy that will be flexible in structure but provide best practise in line with legislation, policy and safeguarding.
- To provide a chaplaincy that is friendly, welcoming and Christ-like in word, deed and actions offering a positive Christian presence and influence in the school to all students, staff and parents.
- To enable students from non-Christian faiths or no faith to feel welcome included, valued and respected.
- To support the principles of Catholic Education.

Key Job Outcomes

Operational detail

- To plan and deliver a varied programme of worship and reflection.
- To work with the School's staff to integrate the Catholic ethos into all aspects of the life of the School.
- To develop opportunities for prayer and meditation.
- To devise and run the Chaplaincy programme (with events for each year group).
- To work with the RE department and other staff in planning and implementing relevant activities
- To prepare Masses, Liturgies, Services
- To support staff/pupils in prayer and deliver resources that enable understanding and practice of personal and public prayer.
- To develop and support charity work within school.
- To help develop, plan and implement Retreats and enrichment activities.
- To attend occasional meetings with Governors/SLT regarding the faith and life of the school.
- To contribute to the school newsletter and website, making sure that the school is promoted first and foremost as a Catholic school and that all events are published.

Job Description cont.



Key Job Outcomes continued

- To liaise and improve links with local parishes, partner schools, the diocese and the wider community by arranging visits of Priests to school, visiting partner schools, leading the Youth SVP and contributing to the school newsletter and website.
- To develop regular extra-curricular chaplaincy activities that will engage and form students.

Self-evaluation:

- To ensure the effective operation of self evaluation procedures.
- To monitor and evaluate the effectiveness of Chaplaincy provision within the school
- To seek/implement modification and improvement where required.
- To contribute to the development and implementation of the spiritual, moral, social and cultural curriculum within the school.
- Management Information:
 - To attend regular meetings with designated line manager
 - To prepare a termly update report for the SLT.
 - To ensure the maintenance of accurate and up-to-date information pertaining to the post.
 - To provide information to the diocese as appropriate and required.
 - To provide the Governing Body with relevant information as requested.

Communications:

- To produce a termly bulletin to communicate with stakeholders and the local church communities.
- To ensure effective communication/consultation as appropriate with the parents of students.
- To liaise with partner schools and other relevant external bodies.
- To represent the Chaplaincy's interests.
- To contribute to the School liaison and marketing activities, e.g. the collection of material for press releases.

To contribute to the development of effective links with partner schools and the wider Catholic community, attendance where necessary at liaison events and other events.

Job Description cont.



Management of Resources:

- To manage the available resources of space, money and equipment efficiently within the limits, guidelines and procedures laid down; including deploying the year budget, acting as a cost centre holder, requisitioning, organising and maintaining equipment and stock, and keeping appropriate records.

Pastoral System:

- To develop strategies which enhance the positive relationships between school, parents and the local community.
- To be active and alert in ensuring that all students, irrespective of gender, cultural background and disability enjoy equal access to a broad balanced and appropriate curriculum which enables them to achieve.

This job description sets out the key outcomes required. It does not specify in detail the activities required to achieve these outcomes

General Accountabilities

A. So far as reasonably practicable, the postholder must ensure that safe working practices are adopted by employees, and in premises/work areas for which the postholder is responsible, to maintain a safe working environment for employees and service users. These are defined in the Corporate Health, Safety and Welfare policy, departmental policies and codes of practice.

B. Work in compliance with the Codes of Conduct, Regulations and policies of the City Council, and its commitment to equal opportunities

C. Ensure that output and quality of work is of a high standard and complies with current legislation / standards

Person Specification

Job Requirements	Status of Criteria		Method of Assessment	
	Essential	Desirable	Application	Interview/task
Training and Qualification				
Level 2 or equivalent qualification in English/Literacy and Mathematics/Numeracy	✓		✓	
Experience				
Experience of working with young people	✓		✓	✓
Professional Knowledge				
Demonstrate knowledge and understanding of issues affecting young people	✓		✓	
Ability to relate to and inspire young people	✓		✓	
Have an active Catholic faith	✓		✓	
Demonstrate an understanding of Catholic education and the ability to develop and deliver Catholic education programmes	✓		✓	
Personal skills and qualities				
Willingness to promote the views of the Catholic Church and have an understanding of the need to develop positive relationships with members of the laity and the clergy	✓		✓	✓
Good problem solving skills and a sense of humour	✓		✓	
Commitment to safeguarding and protecting the welfare of children and young people	✓		✓	✓
Commitment to equality and diversity	✓			✓
Commitment to health and safety	✓			✓
Ability to relate well to children and adults	✓			✓
Ability to work under pressure to prioritise and meet deadlines	✓		✓	✓
Have excellent professional relationships with different groups of people	✓			✓
Ability to communicate effectively both orally and in writing	✓		✓	✓
Confidentiality	✓			✓
Willingness to learn quickly	✓			✓
Other				
Practising Catholic	✓		✓	✓