



St. Elizabeth's  
Catholic Primary School  
Part of Holy Cross Catholic MAC

# DEPUTY HEADTEACHER APPLICANT PACK

February 2026

Holy Cross MAC was formed in September 2019 when 5 catholic primary and 2 catholic secondary schools in Coventry joined together. Holy Cross Catholic MAC has over 4,000 pupils and employs over 500 staff across our seven schools – all of which are very popular and highly successful.



Dear Candidate

Thank you for your interest in Holy Cross Catholic Multi Academy Company, and particularly the position of Deputy Headteacher at Saint Elizabeth's Catholic Primary School.

Saint Elizabeth's is a popular one form entry, 3 – 11 years primary school with a 26-place, part-time nursery, that lies within the heart of Foleshill in Coventry in the shadow of our Parish church. Our school is devoted to the further development of its Catholic ethos and the outstanding education of our children. We warmly invite you to come and visit our school and experience our school firsthand. You are assured of a warm welcome from all within our school family.



Holy Cross Catholic MAC Directors and the Local Governing Body of Saint Elizabeth's are seeking to appoint a Deputy Headteacher to lead the further development of the school with effect from September 2026.

Saint Elizabeth's has an excellent reputation in the local area and across the City of Coventry. We were judged as 'Good' with outstanding Personal Development in our most recent Ofsted inspection, January 2024, and achieved 'Outstanding' in all areas of our Catholic Schools Inspectorate inspection in July 2025.



The overwhelmingly positive comments provided by the inspection teams, celebrated the continuing hard work of our children, the thriving partnerships between home and school and our commitment to building relationships with all stakeholders across all aspects of our school life.

***'There is a strong sense of joyful community where all are welcomed, valued and supported, and cultural differences are celebrated.'*** CSI July 2025

As we strive to build upon our strengths, we now wish to appoint a committed practising Catholic who is an innovative and inspirational leader, to join our school family and help guide the next steps of our school development. The successful candidate will help to drive the mission of our school, enhancing our rich and challenging curriculum underpinned by a culture of high expectations through nurturing and loving relationships.

Through this fulfilling role, you will also support and provide Catholic professional leadership for the school within our supportive Holy Cross Catholic MAC, contributing to the wider mission of the MAC and its values.

The successful candidate will bring a strong track record of school improvement and will actively embrace working collaboratively with all families and stakeholders to help develop Saint Elizabeth's into a truly outstanding school. Happy and successful relationships lie at the heart of our school. You will have a natural flair for harnessing team talent and an unrelenting commitment to





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the best possible outcomes for all of our children, regardless of background or ability, to ensure all pupils live life to the full, and achieve their potential, as we strive to help them reveal who God wants them to be.

***‘Unlocking our potential.***

***Achieving our best.***

***Revealing who God wants us to be.’***

For further details about the school please visit the school website <https://www.ste.hccmac.co.uk/> or for further details regarding the MAC please visit <https://www.hcmac.co.uk>

Details regarding the post are available from Holy Cross Catholic MAC recruitment site on [My New Term](#).

Visits to the school are encouraged prior to application. Please contact Mr Michael Doyle, Headteacher, on 024 7668 7527 to arrange an informal visit to the school or for further information about the role.

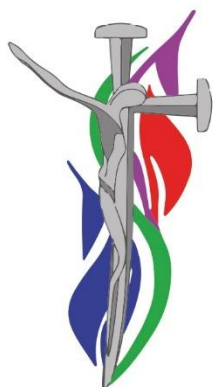
We look forward to receiving your application.

Yours faithfully

**John Teahan**  
**Chair of the Board of Directors**  
**Holy Cross Catholic MAC**

**Ann Harkin**  
**Chair of Local Governing Body**  
**Saint Elizabeth’s Catholic Primary School**





# Holy Cross Catholic Multi Academy Company

*Achieving together in faith*

## Motto

Achieving Together in Faith.

## Mission

Our school communities are united as the family of God to provide an outstanding Catholic education for all our pupils. With Christ at the centre of all we do, we will inspire every child to be the best person they can be by developing their God given gifts and talents.

## Aims:

- H** High aspirations for all
- O** Outstanding education - to create an ethos of collective responsibility, through which we will promote achievement and improve pupil performance
- L** Living out Gospel values and celebrating the Catholic ethos in all our schools with reconciliation and peacefulness at the heart of all we do
- Y** Young people – who are resilient and make a positive contribution to their diverse and changing communities
- C** Community - strengthening and nurturing the Catholic life of our schools
- R** Realising talent by developing pupils, staff, academy representatives and Directors for the benefit of the Holy Cross community
- O** Optimising our resources to realise best value by sharing assets and using economies of scale
- S** Standards - to maintain the highest quality of Catholic education by ensuring accountability at all levels
- S** Service to God by serving others in our school and local communities and national and international communities in need.





# St. Elizabeth's Catholic Primary School

Part of Holy Cross Catholic MAC

## ‘Revealing who God wants us to be’

At St Elizabeth's, we pride ourselves on celebrating the cultural diversity of our locality. We are a school community in which all children are welcomed and valued as unique members of God's family, a family of different faiths and backgrounds living, loving and learning together joyfully following in the footsteps of Jesus Christ. All that we do is underpinned by our school mission to help our children ‘unlock their potential, achieve their best and reveal who God wants them to be’, and central to our philosophy are the values and virtues Christ taught us through the Gospels. These values run through every aspect of school life like a golden thread, intertwined and bound throughout all our relationships and the experiences we provide for our children. Our reliance on these values and our focus on Catholic Social Teaching ensures the spiritual formation of every member of our school family, helping them become to become responsible, caring and skilled global citizens of today and tomorrow.



Our school staff team work tirelessly to provide rich and varied experiences of our successful curriculum offer; this is enriched further through a wide variety of sports, trips or visits, including residential. Our



curriculum and our enrichment opportunities, provide experiences that address the challenges that many of our children face. Despite these challenges, our children achieve impressive results, for example, 85% of our children passed their Year 1 phonics check in comparison to the National figure of 73%. This phonics development is built upon as our children progress through Key Stage 2 where reading becomes a strength of the school; 77% of our Year 6 cohort achieved expected standard in reading against a National figure of 75%.

Our children love mathematics and maths mastery is a further strength of St Elizabeth's. Our continuing focus on quality CPD supports our staff team's delivery of this core area with children achieving 77% at expected standard in last year's KS2 SATs and 38% achieving greater depth.





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Our outstanding July 2025 CSI inspection captured the value, prominence and impact of our teaching of religious education: *‘Children love coming to school; they naturally and authentically discuss their religious education learning, using specialist vocabulary with confidence...Pupils enjoy religious education, actively seeking opportunities to learn and grow, and are therefore developing excellent knowledge and understanding over time.’*

The school became part of the Holy Cross Catholic Multi Academy Company from 1 September 2019 along with Bishop Ullathorne Catholic Secondary School, Cardinal Newman Catholic Secondary School and Christ the King, Saint Augustine’s, Saint John Vianney and Saint Thomas More Catholic Primary Schools, which are all located in Coventry.

Saint Elizabeth’s is proud to work in strong collaboration with other schools within the Holy Cross Catholic MAC to offer expertise and to benefit from the best practice in our excellent family of schools.

There is a strong link between the St Elizabeth’s Parish and the school. Mass is celebrated as a school on a fortnightly basis in our Church, which is adjacent to the school site.



Our children’s pupil voice is valued and acted upon and drives many of our school endeavours and drives. We became an ICON, International Cross of Nails, School in January, we are a Green Flag National Eco School and are a CAFOD Live Simply school as we strive to live more sustainable lives. We are passionately working towards School of Sanctuary status, and our children support Coventry peace initiatives as Coventry Young Ambassadors. All children develop a clear understanding of their responsibilities as citizens and disciples through our clear and effective behaviour policy and events such as our annual Refugee and Social Action Week.

Our committed staff team work together to support our children to be the best they can be and are led by an experienced leadership team, subject leaders and a dedicated and supportive Local Governing Body, all working together to help shape our children as witnesses of faith and responsible, successful members of society.



# Advert

## Deputy Headteacher



St. Elizabeth's  
Catholic Primary School  
Part of Holy Cross Catholic MAC

Required for September 2026

Salary: Group 2: L8 – L12

**Number on roll: 210 plus 26 p/t Nursery**

The Board of Directors of the Holy Cross Multi Catholic Academy Company and the Governors of this popular and successful Catholic school are looking to appoint an experienced, dynamic, ambitious and exceptional leader who is a committed practising Catholic passionate about teaching and learning with a proven track record of success. We require an outstanding leader capable of inspiring, motivating and supporting pupils and staff to achieve their full potential. This is an exciting opportunity for an experienced leader able to strategically support our Headteacher in the next phase of the schools' development.

The successful applicant will be someone who:

- is a committed practising Catholic, who can share their faith and inspire all.
- is committed to and understands Catholic education.
- is an inspirational leader with a clear vision for the future of the school.
- is committed to improving the outcomes for all our pupils.
- has the ability to lead, motivate, challenge and inspire pupils and staff.
- has a proven track record of raising standards in teaching and learning.
- has the energy, resilience and determination to succeed.
- is a creative and strategic thinker, able to see through and sustain initiatives.
- has excellent communication, organisational and inter-personal skills.

Holy Cross Catholic MAC and Saint Elizabeth's Catholic Primary School can offer you:

- a welcoming community with a strong Catholic ethos where all our children 'Learn and Grow as God's Holy People'.
- supportive Directors and MAC Central Team to support you in all aspects of school life.
- dedicated and supportive Governors and staff team who are keen to build high standards and who are committed to professional development.
- a strong, supportive learning community.
- enthusiastic, happy, caring children from our culturally diverse community.
- a 12-month mentoring scheme upon appointment.



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The successful candidate will support the Headteacher in continuing to raise standards and the roles and responsibilities will be determined on appointment and will be dependent on the skills and experience of the candidate.

Saint Elizabeth's is a successful Catholic primary school set in Foleshill, Coventry. This is a fantastic opportunity for the right person to help lead the school into the next phase of its development and make a significant contribution to the future success of the school.

We are located within easy access of all areas of Coventry and commutable from surrounding areas such as Birmingham, Solihull, Leamington Spa and Sutton Coldfield.

For further information or an informal discussion about the post please contact Mr Michael Doyle, Headteacher, on 024 7668 7527.

Online application forms and details regarding the post are available from Holy Cross Catholic MAC's recruitment website at:

[St Elizabeth's - My New Term](#)

<b>Informal visits to the school:</b>	w/c 23 February 2026
<b>Closing date for applications:</b>	9am, Friday 27 February 2026
<b>Shortlisting will take place:</b>	Friday 27 February 2026
<b>Interviews:</b>	School activities: Wednesday 4 March 2026 Interviews: Thursday 5 March 2026

*St Elizabeth's Catholic Primary School, part of Holy Cross Multi Academy Company, has a responsibility for and is committed to safeguarding and promoting the welfare of children, young people and vulnerable groups. All employees and volunteers are expected to share this commitment and to obtain an Enhanced Disclosure and Barring Service (DBS) check and where relevant, a childcare disqualification check.*

*Any offer of employment will be subject to satisfactory pre-employment checks including two suitable references, evidence of Right to Work, medical clearance and where applicable a prohibition check and evidence of qualifications. All successful candidates will be required to present their birth certificate along with evidence of any name changes.*

*This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020. Further information can be found in the DBS filtering guide.*

*This post is covered by Part 7 of the Immigration Act (2016). Therefore, the ability to speak fluent and spoken English is an essential requirement for this role.*

*An online social media check will also be carried out as part of due diligence on all conditional offers of employment.*





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# Definition of a Practising Catholic

The Archdiocese of Birmingham defines a 'practising Catholic' as follows.

A person who:

- is a Catholic by Baptism or Reception into Full Communion with the Catholic Church.
- complies with the obligation to participate in the Mass on Sundays and holydays of obligation.
- is committed to the Church's educational mission.
- lives out one's faith in personal prayer and in action.

Applicants' eligibility against this criterion will be determined by a reference from their parish priest or the parish priest or chaplain where they regularly attend Mass.

For senior leadership posts, candidates will also be asked to confirm on their application form and in their interview that they are practising Catholics.

For further information, see: Mgr Marcus Stock, *Christ at the Centre: Why the Church Provides Catholic Schools*, Revised (London: Catholic Truth Society, 2012), pp.26-34:

<https://www.catholiceducation.org.uk/resources/christ-at-the-centre>





## Deputy Headteacher Job Description

Job Title:	Deputy Headteacher
School Grouping	Group 2
Scale:	Leadership Pay Scale L8 – L12
Contract:	Permanent
Responsible To:	Headteacher

### 1 Introduction

- 1.1 This appointment is with the directors of the academy under the terms of the Catholic Education Service contract signed with the directors as employers. The directors will appoint a practising Catholic who, by personal example and professional leadership, will ensure that the Catholic ethos, rooted in the teachings of Jesus Christ and the Catholic Church, permeates all aspects of the life of the school<sup>1</sup>.
- 1.2 The appointment is subject to the current conditions of service for deputy Headteachers<sup>2</sup> contained in the School Teachers' Pay and Conditions document and other current education and employment legislation.
- 1.3 This job description may be amended at any time, following consultation between the Headteacher and the Deputy Headteacher and will be reviewed annually.

### 2. Core Purpose of the Deputy Headteacher

- 2.1 To set the context, the core purpose of the Headteacher is to provide professional leadership and management for a school. This will promote a secure foundation from which to achieve high standards in all areas of the school's work. To gain this success a Headteacher must establish high quality education by effectively managing teaching and learning and using personalised learning to realise the potential of all pupils. Headteachers must establish a culture that promotes excellence, equality and high expectations of all pupils.

<sup>1</sup> In order to avoid confusion between the 'Multi-academy Company and the individual academies that make up the company, the term school is used throughout to describe the individual institution.

<sup>2</sup> While the term Deputy Headteacher is used in the academy, the directors have adopted the School Teachers' Pay and Conditions document which uses the term 'deputy Headteacher' to describe this role.



## 2.2 The core purpose of the Deputy Headteacher is to support the Headteacher in ensuring that:

- the school is conducted as a Catholic school in accordance with the teachings of the Catholic Church and Canon Law, and in accordance with the Trust Deed of the Archdiocese of Birmingham;
- religious education is in accordance with the teachings, doctrines, discipline and general and particular norms of the Catholic Church;
- religious worship is in accordance with the rites, practices, discipline and liturgical norms of the Catholic Church;
- the school provides high quality teaching and learning that leads to successful outcomes for pupils in terms of spiritual and moral growth, achievement, attitudes to learning, behaviour and personal development;
- the school will promote and safeguard the welfare of all children, enabling every child, whatever their background or their circumstances, to have the support they need to: be healthy; stay safe; enjoy and achieve; make a positive contribution; achieve economic well-being; recognise their own dignity and the dignity of others as children of God;
- all statutory requirements are met and the work of the school is effectively monitored, evaluated and reviewed.

## 3 General Duties and Responsibilities

- 3.1 To carry out the duties of the Deputy Headteacher as set out in the current School Teachers' Pay & Conditions Document.

### Key Areas of Responsibility

## 4 Shaping the Future

- 4.1 The 'preferred future', expressed in the strategic vision and development of a Catholic school, stems from the educational mission of the Church, which is reflected in the school's mission statement and school improvement plan.

### Actions

The Deputy Headteacher supports the Headteacher in:

- Ensuring the vision for the school is clearly articulated, shared, understood and acted upon effectively by all.
- The vision must reflect its distinctive Catholic character, in accordance with the provisions of the Diocesan Trust Deed, based on what it means to be fully human as revealed in the person, life and teachings of Jesus Christ.





- Working within the school community to translate the vision into agreed objectives and operational plans, which will promote and sustain school improvement.
- Establishing a commitment amongst pupils, staff and parents to the school's mission in partnership with the governors<sup>3</sup> and through the example of personal conviction.
- Demonstrating the vision and values in everyday work and practice. Motivating and working with others to create a shared culture and positive climate.
- Creating a distinctively Catholic ethos that is inclusive and applies Catholic values, attitudes and practices in all aspects of school life, and that life is lived explicitly and consciously in the presence of God.
- Ensuring there is planned worship, and appropriate liturgy in accordance with the rites, practices, discipline and liturgical norms of the Catholic Church.
- Ensuring creativity, innovation and the use of appropriate new technologies to achieve excellence.
- Ensuring that the strategic planning takes account of the diversity, values and experience of the school and community at large.

## 5 Leading Learning and Teaching

- 5.1 In a Catholic school the search for excellence is expressed in learning and teaching, which responds to the needs and aspirations of its pupils and acknowledges their individual worth as children of God.

### Actions

The Deputy Headteacher supports the Headteacher in:

- Ensuring a consistent and continuous school-wide focus on pupils' achievement, using data and benchmarks to monitor progress in every child's learning.
- Ensuring that learning is at the centre of strategic planning and resource management.
- Securing high quality religious education for all pupils in accordance with the teachings and doctrines of the Catholic Church.
- Ensuring high quality Personal, Social and Health Education and Citizenship in accordance with the teachings and doctrines of the Catholic Church.
- Ensuring quality provision for pupils' spiritual, moral, social and cultural education in line with the distinctive Catholic nature, purposes and aims of the school.

<sup>3</sup> The term 'governors' is used to describe all those involved in the governance of the school – the board of directors and the local academy committee representatives.



- Establishing creative, responsive and effective approaches to learning and teaching.
- Creating and maintaining an effective partnership with parents to support and improving pupils' achievement and personal development and furthering the distinctive Catholic nature, purposes and aims of the school.
- Developing effective links with the parish and wider Catholic community, including local partnership arrangements, to extend the curriculum and enhance teaching and learning.
- Ensuring a culture and ethos of challenge and support where all pupils can achieve success and become engaged in their own learning.
- Demonstrating and articulating high expectations and setting stretching targets for the whole school community.
- Implementing strategies that secure high standards of behaviour and attendance.
- Determining, organising and implementing a diverse, flexible curriculum and implementing effective assessment framework.
- Taking a strategic role in the development of new and emerging technologies to enhance and extend the learning experience of pupils.
- Monitoring, evaluating and reviewing classroom practice and promoting improvement strategies.
- Challenging underperformance at all levels and ensuring effective corrective action and follow-up.

## 6 Developing Self and Working with Others

- 6.1 In a Catholic school the role of Headteacher is one of leadership of a learning community rooted in faith. The Headteacher's leadership should take Christ as its inspiration. The Headteacher's management of staff should demonstrate an awareness of their unique contribution as individuals, valued and loved by God.

### Actions

The Deputy Headteacher supports the Headteacher in:

- Treating people fairly, equitably and with dignity and respect to create and maintain a positive school culture consistent with the Catholic ethos of the school and its mission.
- Building a collaborative learning culture within the school and actively engaging with other schools to build effective learning communities.
- Developing and maintaining effective strategies and procedures for staff induction (including understanding the nature of the school as a Catholic community), professional development and performance review.



- Ensuring effective planning, allocation, support and evaluation of work undertaken by teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities.
- Acknowledging the responsibilities and celebrating the achievements of individuals and teams.
- Developing and maintaining a culture of high expectations for self and for others and taking appropriate action when performance is unsatisfactory.
- Regularly reviewing own practice, setting personal targets and taking responsibility for own personal development.
- Managing own workload and that of others to allow an appropriate work/life balance.

## 7. Managing the Organisation

- 7.1 In a Catholic school all deployment of staff, finance, material resources, time and energy should promote the common good of the community in accordance with the school's mission.
- 7.2 The Deputy Headteacher helps provide effective organisation and management of the school and seeks ways of improving organisational structures and functions based on rigorous self-evaluation. The Deputy Headteacher also helps deploy people and resources efficiently and effectively to secure the school's aims and mission through meeting specific objectives in line with the school's strategic plan and financial objectives.

### Actions

The Deputy Headteacher supports the Headteacher in:

- Creating an organisational structure which reflects the school's values, and enabling the management systems, structures and processes to work effectively in line with legal requirements.
- Producing and implementing clear, evidence-based improvement plans and policies for the development of the school and its facilities.
- Ensuring that, within the Catholic ethos, policies and practices take account of national and local circumstances, policies and initiatives.
- Managing the school's financial and human resources effectively and efficiently to achieve the school's educational goals and priorities.
- Recruiting, retaining and deploying staff appropriately and managing their workload to achieve the vision and goals of the school, implementing successful performance management processes with all staff.
- Managing and organising the school environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations.





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- Ensuring that the range, quality and use of all available resources is monitored, evaluated and reviewed to improve the quality of education for all pupils and provide value for money.
  - Using and integrating a range of technologies effectively and efficiently to manage the school.

## 8 Securing accountability

- 8.1 In a Catholic school the Headteacher fulfils his/her responsibilities in accordance with the mission of the school. The Headteacher supports the governors in fulfilling its responsibilities under Canon Law to the Diocesan Trustees and in accordance with national legislation

### Actions

The Deputy Headteacher supports the Headteacher in:

- Fulfilling commitments arising from contractual accountability to the Headteacher.
- Developing the Catholic ethos so that everyone understands the mission of the school, which enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes.
- Ensuring individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation.
- Working with the governors (providing information, objective advice and support) to enable it to meet its responsibilities, including securing the distinctive Catholic character of the school.
- Developing and presenting a coherent, understandable and accurate account of the school's performance to a range of audiences including directors, parents and carers.
- Reflecting on personal contribution to school achievements and take account of feedback from others.

## 9 Strengthening Community

- 9.1 In a Catholic school there is a special relationship with the parish and the church, as well as the local community with its distinctive social context.

### Actions

The Deputy Headteacher supports the Headteacher in:

- Building a school culture and curriculum, based on Gospel values and the teachings of Jesus Christ and the Catholic Church, which takes account of the richness and diversity of the school's communities.
- Building a relationship with the local church and parish communities, seeing participation in the celebration of the Eucharist as a crucial point of reference and stability.



- Creating and promoting positive strategies for challenging racial and other prejudice and dealing with racial harassment.
- Ensuring learning experiences for pupils are linked into and integrated with the wider community and promote commitment to serving the common good and communion with the wider-world.
- Ensuring a range of community-based learning experiences.
- Collaborating with other agencies in providing for the academic, religious, spiritual, moral, social, emotional and cultural well-being of pupils and their families.
- Creating and maintaining an effective partnership with parents and carers, as the prime educators, to support and improve pupils' growth in the knowledge and love of God and neighbour, their achievement and personal development.
- Seeking opportunities to invite parents and carers, the parish, community figures, businesses or other organisations into the school to enhance and enrich the school as a faith community and its value to the wider community.
- Contributing to the development of the education system by, for example, sharing effective practice, working in partnership with other schools and promoting innovative initiatives.
- Co-operating and working with relevant agencies to protect children.

## 10 Safeguarding Children & Safer Recruitment

- 10.1 This school is committed to safeguarding and promoting the welfare of children and young people as required under the Education Act 2002 and expects all staff and volunteers to share this commitment.

### Actions

The Deputy Headteacher should support the Headteacher in ensuring that:

- The policies and procedures adopted by the governors are fully implemented and followed by all staff.
- Sufficient resources and time are allocated to enable the designated person and other staff to discharge their responsibilities, including taking part in strategy discussions and other inter-agency meetings, and contributing in the assessment of children.
- All staff and volunteers feel able to raise concerns about poor or unsafe practice in regard to children, and such concerns are addressed sensitively and effectively in a timely manner in accordance with agreed disclosure policy.





**Person Specification**  
**Primary Deputy Headteacher**

Category	Essential	Desirable
<b>1. Faith Commitment</b>	<ul style="list-style-type: none"><li>• A practising and committed Catholic</li><li>• Secure understanding of the distinctive nature of the Catholic school and Catholic education</li><li>• Understanding of leadership role in spiritual development of pupils and staff</li><li>• Understanding of the school's role in the parish and wider community and in promoting community cohesion</li></ul>	<ul style="list-style-type: none"><li>• Evidence of participation in faith life of the community</li><li>• Experience in leading acts of worship in Catholic schools</li></ul>
<b>2. Qualifications</b>	<ul style="list-style-type: none"><li>• Qualified teacher status</li></ul>	<ul style="list-style-type: none"><li>• Postgraduate level qualification</li><li>• NPQH award or Leadership Pathways certification</li><li>• CCRS or equivalent</li></ul>





Category	Essential	Desirable
<b>3. Experience</b>	<ul style="list-style-type: none"> <li>Successful experience of leading one or more subject areas</li> <li>Substantial, successful teaching experience</li> </ul>	<ul style="list-style-type: none"> <li>Recent experience in a Catholic voluntary aided school or Academy</li> <li>Experience as assistant Headteacher</li> <li>Teaching experience in at least 2 of the 3 key stages: Foundation Stage, KS1 and KS2</li> <li>Curriculum leadership in one or more core subjects</li> <li>Experience of teaching in more than one school</li> <li>Experience teaching mixed age classes</li> </ul>
<b>4. Professional Development</b>	<ul style="list-style-type: none"> <li>Evidence of continuing professional development relating to school leadership and management, and curriculum/ teaching and learning</li> </ul>	<ul style="list-style-type: none"> <li>Evidence of continuing professional development relating to Catholic ethos, mission and religious education</li> <li>Experience of working with other schools/organisations/agencies</li> <li>Experience of leading/co-ordinating professional development opportunities</li> <li>Ability to identify own learning needs and to support others in identifying their learning needs</li> </ul>



Category	Essential	Desirable
<b>5. Strategic Leadership</b>	<ul style="list-style-type: none"> <li>• Ability to articulate and share a vision of primary education within the context of the mission of a Catholic school</li> <li>• Ability to inspire and motivate staff, pupils, parents and 'governors'<sup>4</sup> to achieve the aims of Catholic education</li> <li>• Evidence of successful strategies for planning, implementing, monitoring and evaluating school improvement</li> <li>• Ability to analyse data, develop strategic plans, set targets and monitor/evaluate progress towards these</li> <li>• Knowledge of what constitutes quality in educational provision, the characteristics of effective schools and strategies for raising standards and the achievement of all pupils</li> <li>• Understanding of and commitment to promoting and safeguarding the welfare of pupils'</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of the role of the 'governing body' in a Catholic voluntary aided school or Academy</li> <li>• Evidence of having successfully translated vision into reality at whole-school level</li> </ul>



Category	Essential	Desirable
<b>6. Teaching and Learning</b>	<ul style="list-style-type: none"> <li>• A secure understanding of the requirements of the National Curriculum and Early Years development</li> <li>• Knowledge and experience of a range of successful teaching and learning strategies to meet the needs of all pupils</li> <li>• A secure understanding of assessment strategies and the use of assessment to inform the next stages of learning</li> <li>• Experience of effective monitoring and evaluation of teaching and learning</li> <li>• Secure knowledge of statutory requirements relating to the curriculum and assessment</li> <li>• Understanding of the characteristics of an effective learning environment and the key elements of successful behaviour management</li> </ul>	<ul style="list-style-type: none"> <li>• A secure understanding of the requirements of the Curriculum Directory for Religious Education</li> <li>• Understanding of successful teaching and learning in religious education across the key stages</li> <li>• Successful experience in creating an effective learning environment and in developing and implementing policy and practice relating to behaviour management</li> </ul>
<b>7. Leading and Managing Staff</b>	<ul style="list-style-type: none"> <li>• Experience of working in and leading staff teams</li> <li>• Ability to delegate work and support colleagues in undertaking responsibilities</li> <li>• Experience of performance management and supporting the continuing professional development of colleagues</li> <li>• Understanding of effective budget planning and resource deployment</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working with 'governors' to enable them to fulfil whole-school responsibilities</li> <li>• Successful involvement in staff recruitment, appointment/induction, understanding needs of a Catholic school</li> <li>• Understanding of how financial and resource management enable a school to achieve its educational priorities</li> </ul>





Category	Essential	Desirable
<b>8. Accountability</b>	<ul style="list-style-type: none"> <li>Ability to communicate effectively, orally and in writing to a range of audiences – e.g. staff, pupils, parents, ‘governors’, parishioners and clergy</li> <li>Experience of effective whole-school self-evaluation and improvement strategies</li> <li>Ability to provide clear information and advice to staff and ‘governors’</li> <li>Secure understanding of strategies for performance management</li> </ul>	<ul style="list-style-type: none"> <li>Experience of presenting reports to ‘governors’</li> <li>Understanding the criteria for the evaluation of a Catholic school</li> <li>Leading sessions to inform parents</li> <li>Experience of offering challenge and support to improve performance</li> </ul>
<b>9. Skills, Qualities &amp; Abilities</b>	<ul style="list-style-type: none"> <li>High quality teaching skills</li> <li>Strong commitment to the mission of a Catholic school</li> <li>Commitment to their own spiritual formation and that of pupils</li> <li>High expectations of pupils’ learning and attainment</li> <li>Strong commitment to school improvement and raising achievement for all</li> <li>Ability to build and maintain good relationships</li> <li>Ability to remain positive and enthusiastic when working under pressure</li> <li>Ability to organise work, prioritise tasks, make decisions and manage time effectively</li> <li>Empathy with children</li> <li>Good communication skills</li> <li>Good interpersonal skills</li> <li>Stamina and resilience</li> </ul>	



Category	Essential	Desirable
	<ul style="list-style-type: none"> <li>Confidence</li> </ul>	
<b>10. References</b>	<ul style="list-style-type: none"> <li>Positive and supportive faith reference from priest where applicant regularly worships</li> <li>Positive recommendation in professional references</li> <li>Satisfactory health and attendance record</li> </ul>	<ul style="list-style-type: none"> <li>Faith reference without reservation</li> <li>Professional reference without reservation</li> </ul>





# St. Elizabeth's Catholic Primary School

Part of Holy Cross Catholic MAC



Saint Elizabeth's Catholic Primary School

St Elizabeth's Road

Foleshill

Coventry

CV6 5BX

Please refer to our website for further details about our school: <https://www.ste.hccmac.co.uk/>

