



Job Application Pack

HEADTEACHER

St Anne's RC Voluntary Academy, Glenfield Road,
Heaton Chapel, Stockport, SK4 2QP



ST. ANNE'S
R.C. VOLUNTARY ACADEMY

DIOCESE OF  **SALFORD**



EMMAUS
CATHOLIC ACADEMY TRUST

Welcome from our
Chair of Governors



‘To know, love and serve God.’

Welcome from our Chair of Governors

Dear Applicant,

I am delighted to invite you to apply for the position of Headteacher at St Anne’s RC Voluntary Academy. As Chair of Governors, I am proud to represent a school that has undergone a significant journey of improvement and now stands firmly committed to serving our community and ensuring that every pupil receives the very best Catholic education and formation.

We look forward to welcoming a new leader who shares our dedication to ensuring that the ‘St Anne’s Way’ remains at the heart of all that we do.

Not long ago, St Anne’s faced considerable challenges and was not providing the level of service our community rightly expects. Thanks to the hard work and dedication of our leaders, governors, staff and the Emmaus CAT central team, the school has been transformed into a welcoming and inclusive community. It is now a place where Catholic social teaching is embedded, and our SACRED values are lived out each day.

We are a relatively small school, proud of our Catholic identity and guided by a shared vision embraced by all staff, who understand the importance of their role in serving the community.

St Anne's are part of the Emmaus Catholic Academy Trust who solidify the schools commitment to serving the community with a broad base of support to not only yourself as the Headteacher, but the whole school community. Emmaus CAT provides great schools, strong in faith, serving society by ensuring all schools within the organisation are aligned in their mission and share the philosophy of working collegially to develop meaningful relationships between schools, parishes, families, communities and the Diocese of Salford by continually supporting school improvement, faith formation and serving society.

We are seeking a practising Catholic Headteacher who can build on our successes and lead our school community with vision and integrity. The ideal candidate would have a proven track record of educational leadership, a deep understanding of the challenges and opportunities in modern education, with a passion for fostering a positive and inclusive school culture. Your role will involve not only maintaining our standards of academic excellence but also promoting the Catholic identity and values that are central to our community.

We are looking for someone who can inspire both staff and students, engage with parents and the wider community, and drive continuous improvement in all areas of school life. If you share our vision and are excited about the opportunity to lead St Anne's RC Voluntary Academy, we would be delighted to receive your application. Further details about the role and the application process are included in this application pack.

We look forward to learning more about how your experience, skills, and vision align with the goals of our school. Thank you for considering this opportunity. Should you have any questions or require further information, please do not hesitate to contact us.

Yours sincerely

Margaret Gregory
Chair of Governors



About St Anne's R.C. Voluntary Academy

St Anne's is a relatively small close-knit Catholic school guided by the motto *"To know, love and serve God."* We are proud of our strong Catholic identity and the values that shape its ethos. While we primarily serve the parishes of St Winifred's, St Joseph's and St Mary's, our intake reaches well beyond these communities. Our shared vision is simple yet ambitious: *"to be outstanding in all that we do."* This mission is embraced by all staff, who recognise their role in serving the community. The school's sacred values; service, ambition, compassion, respect, equality and determination - are at the heart of daily life.

The St Anne's Way

The culture at St Anne's is defined as *"The St Anne's Way,"* a framework that underpins our identity, purpose and practice. It consists of seven clear statements designed to support the holistic development of every child, with a strong emphasis on both personal growth and academic achievement. These principles are supported by inclusive approaches that ensure St Anne's remains a child-centered community dedicated to nurturing every learner.



A Welcoming and Inclusive Community

St Anne's R.C. Voluntary Academy provides a warm, supportive environment where every individual is valued. We actively promote tolerance, honesty, cooperation and mutual respect. Our commitment to developing the whole person is evident in the secure, creative and caring atmosphere we foster. Our curriculum is broad, balanced and designed to offer equal opportunities for all pupils, enabling them to fulfil their potential regardless of disability, race, religion or belief, gender or sexual orientation. Strong and positive relationships with parents, governors and the wider community are central to our work.

Faith and Personal Growth

As a Catholic school, we place great importance on enabling each student to flourish, recognising that every child is made in the image of God. Within our community of faith and worship, pupils are encouraged to become true disciples who will leave St Anne's with the desire and ability to know, love and serve God, and one another.

Inspired by St Anne

St Anne, the patron saint of mothers, educators and families, serves as an inspiring role model for the school. We honour her legacy by cultivating a learning environment rooted in knowledge, love and service. Through our educational mission, we aim to help students grow not only academically, but also in faith, character and compassion.

Our SACRED Values



ST. ANNE'S
R.C. VOLUNTARY ACADEMY





St Anne's has undergone a remarkable journey of improvement in recent years. Under new leadership, the school and its wider community - once facing significant challenge - have been rebuilt with determination and care. Working collaboratively with staff, local governors, the Emmaus CAT central team, and the wider community, we have transformed St Anne's into a Catholic school of which everyone can be proud. St Anne's is a community with enormous potential, and we remain committed to sustaining and furthering the substantial progress made.

In June 2023, St Anne's was judged **GOOD** by Ofsted for the first time in its history. This achievement reflects the dedication and hard work invested to ensure that our children and community receive the highest-quality Catholic education and formation, now and into the future. The Ofsted report recognised the significant improvements that leaders had secured across the school and the positive impact these developments have had on our pupils. Inspectors highlighted the advances in the quality of education and praised the strengthened expertise of subject leaders in effective curriculum design.

In June 2025, the Catholic Schools Inspectorate also judged St Anne's to be **GOOD**, noting that the school is a welcoming, safe, and inclusive community firmly rooted in Catholic social teaching and gospel values. Inspectors commended the way our pupils embrace and live out the school's SACRED values, demonstrating a clear understanding of how their service to others is grounded in faith.

We are proud to be a Catholic school where strong values guide our daily practice and where all staff understand their role in serving the community. Our culture - 'the St Anne's Way' - shapes who we are, what we do, and why we exist. Its seven core statements emphasise the development of the whole child, combining high academic aspirations with inclusive practice and a deeply child-centred approach.

At St Anne's we seek to meet each person where they are on their faith journey, offering support and guidance as they grow into their full potential. We are a Catholic community united by shared beliefs and, following Christ's example, we recognise and honour the unique and equal worth of every individual.

We are immensely proud of our community and warmly invite you to visit our school to experience our ethos and culture first-hand.

St Anne's School Prayer

Lord,

Help us to listen to each other in friendship.

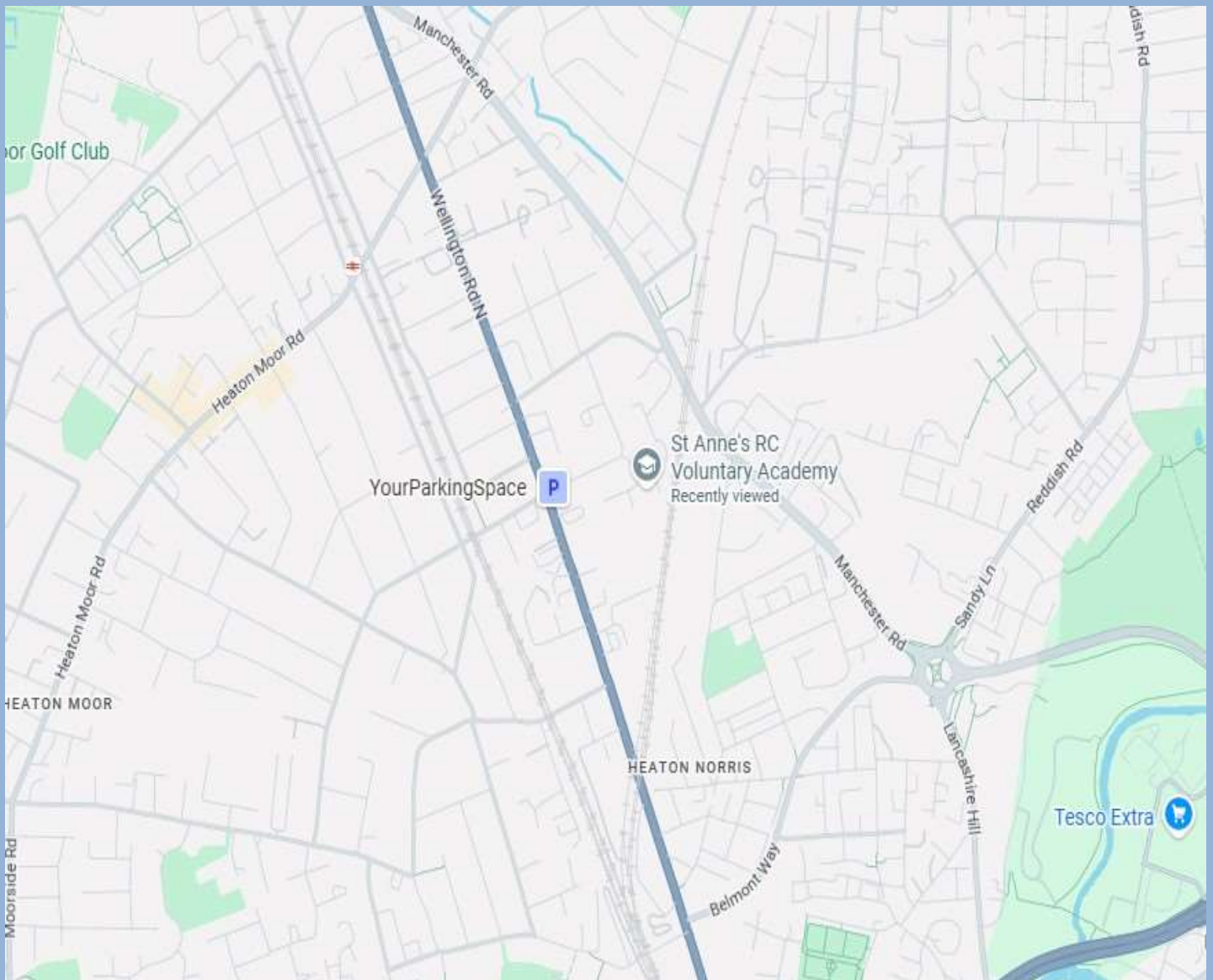
Help us to care at home and at school, so that we might understand each other, support each other and grow together.

Unite us all, adults and young people here at St Anne's, so that our world may be a better place.

Amen.

St Anne's RC Voluntary Academy

Where to find us



Glenfield Road, Heaton Chapel, Stockport, SK4 2QP

What3Words: //month.water.long

Junction 1 off the M60 onto A5145 towards Stockport
(centre) and Stockport (west)

Visit our website: <https://stannes.academy/>



Welcome from the Emmaus Catholic Academy Trust (Diocese of Salford)

We would like to take this opportunity to thank you for your interest in the advertised Headteacher role at St Anne's RC Voluntary Academy, Stockport, a thriving secondary school part of the Emmaus CAT family of schools. Emmaus CAT (Diocese of Salford) is a growing Catholic Academy Trust with a footprint covering Manchester, Oldham, Stockport, Tameside and Trafford.

We believe that the Headteacher role at St Anne's RC Voluntary Academy will contribute significantly to the strategic direction of the school and Emmaus CAT over the coming months and years. We are excited for the future of the Emmaus Catholic family of schools.

Emmaus Catholic Academy Trust is one of three Catholic Academy Trusts serving the Diocese of Salford. The Diocese of Salford provides Catholic Academy Trusts, schools and colleges for the following reasons:

- To assist in the mission of making Christ known to all people;
- To assist parents, who are the prime educators of their children, in the education and religious formation of their children;
- To be of service to the local Church – the Diocese – the Parish and the Christian home;
- To be of service to society.

Working with the Central Executive Team and the Governing Body at St Anne's RC Voluntary Academy, we are very much looking forward to recruiting a highly effective practising Catholic Headteacher. The successfully appointed Headteacher will lead the school's leadership team, working closely with our education, safeguarding and wider central team and the local feeder primary schools and community. Our collective aim is to ensure that all pupils get the very best Catholic education and formation for years to come.

Emmaus CAT is an integral part of The Right Rev John Arnold, Bishop of Salford's vision for the Diocese of Salford to 'Rebuild the Church, fit for future generations'. Emmaus CAT provides great Catholic education across Greater Manchester.

Catherine Anderson
Chair of Directors

Daniel Copley
CSEL/CEO

Emmaus Catholic Academy Trust, an educational constellation.



MISSION

The Diocese provides schools and colleges for the following reasons:

- To assist in the mission of making Christ known to all people;
- To assist parents, who are the prime educators of their children, in the education and religious formation of their children;
- To be of service to the local Church – the Diocese – the Parish and the Christian home;
- To be of service to society

VISION

We enable our schools to provide great Catholic education across Greater Manchester.

As one Catholic Academy Trust we will work collegially to ensure that children get the very best Catholic education and faith formation.

STRATEGY

Strategic Focus 1

Mission. To promote a distinctive Catholic Mission and culture to ensure Emmaus CAT continues to be strong in faith.

Strategic Focus 2

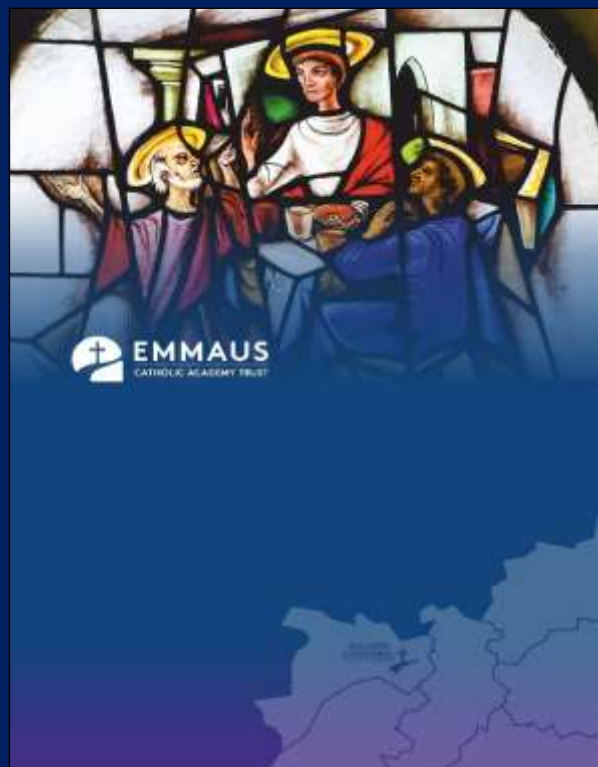
Quality of Education. To ensure Emmaus CAT enables great schools to provide an ambitious curriculum for all pupils to flourish and serve society.

Strategic Focus 3

Academy Improvement. To build strong and sustainable infrastructure, making effect use of resources, enabling the Emmaus CAT school communities to serve society.

The Emmaus Catholic Academy Trust Prayer

Meet us, Lord, on the road to Emmaus,
Guide us on the path toward our destination,
and renew our strength as we continue to walk and commune with you.
Open our eyes, so we see the signs of your presence around us;
open our hearts, so we may receive your peace and love; and empower us to pass on to others the grace you have shared with us so freely.
Amen.





6 CRITICAL QUESTIONS

At Emmaus CAT we focus on the following six critical questions.

1) Why do we exist?

Our Mission

The mission of Emmaus Catholic Academy Trust is to provide great Catholic education across Greater Manchester.

1. To assist in the mission of making Christ known to all people;
2. To assist parents, who are the prime educators of their children, in the education and religious formation of their children;
3. To be of service to the local Church – the Diocese – the Parish and the Christian home;
4. To be of service to society.

2) How do we behave?

Our habitual values are based on Luke 24: 'Stay with us Lord, on our Journey...'

Humility – Faithfulness - Service



3) What do we do?

We enable our schools to provide great Catholic education across Greater Manchester.

Emmaus CAT is one of three Catholic Academy Trusts within the Diocese of Salford. The footprint of the Emmaus CAT serves the Roman Catholic schools within the areas of Manchester, Oldham, Stockport, Tameside and Trafford.

As one Catholic Academy Trust we work collegially as a family of schools serving local parishes and communities to ensure children and pupils get the very best Catholic education and faith formation.

By the time children leave our schools, we want every pupil to have the curriculum knowledge, skills and character education to be of service to society.

Our schools are aligned in our mission and share our philosophy of working together to develop meaningful relationships between schools, parishes, families, communities, and the Diocese of Salford by continually supporting school improvement, faith formation and serving society.

Our Vision

To provide great Catholic education across Greater Manchester.

The key strength of all the schools is that they are all distinctive and rooted within their parish communities. We intend to maintain the distinctive nature of each of the schools whilst sharing recognised good practice across the board to build an established Catholic Academy Trust of excellence.

Emmaus CAT will enable a school to continue its journey in a truly collaborative and collegial environment with like-minded schools where children and pupils come first, are nurtured in such a way that they are able to develop fully, contribute positively to society and acquire a true sense of responsibility and freedom. We are proud to work both with our fellow Catholic CATs across the Diocese of Salford and a wide range of other schools, local education partners, and MATs (Multi Academy Trusts) across the region. In Emmaus CAT we share our unconditional support of the vulnerable and the challenged. Our commitment to parents is to care for, support and educate their child to the highest possible standards.

By joining Emmaus CAT, we support school leaders to share collaborative strategies on school improvement, curriculum, staff development; provide initial teacher training, planning and strengthen the capacity of individual schools.



4) How will we succeed?

Our Philosophy – Aligned Agency

Our philosophy is aligned agency. We are aligned in our mission, vision and virtues as one organisation. We promote agency by recognising the unique context and ethos of each individual school serving their local parish community.

It is fundamentally important to us that we share the same mission, vision, virtues, and values. All Emmaus pupils and staff should benefit from our best collective practices. And we will all benefit from the collective resources, brand, and reputation of Emmaus Catholic Academy Trust.

So why then do we retain the term agency? It is because we believe leadership and personal accountability are founded on ownership and self-direction. A culture of conformity can kill innovation and drive away the best staff. And standardisation fails to respond to changing needs and fails to adapt to a changing environment. The distinctive context of each school in Emmaus CAT is unique and must be fully embraced and understood. Every school has strength and capacity. Every school has a part to play in developing the future strategy for Emmaus CAT.

At Emmaus CAT we think it is the concept of aligned agency that is to be the foundation of our success: we are aligned on our mission, vision, virtues, and values – these are our non-negotiables. Nonetheless, because we are determined to create a healthy Christ centred and child centred organisation, the people who serve and work for and with us must also have agency and self-determination.

At Emmaus CAT, we passionately believe in schools having their own individuality underpinned by common principles, schools' benefit from maintaining their own identity with access to shared best practise across a range of schools. This enables schools to focus on the key priorities of teaching and learning, whilst the Emmaus CAT central team leads on financial, operational and resource management and provides high quality core and universal support for school improvement. With the educational landscape changing at such an unprecedented rate, Emmaus CAT aims to work by means of collegiality to ensure that each school within Emmaus CAT continues to thrive, leading to improved educational outcomes and formation for all.

Ambitious curriculums and character education

All pupils are entitled to a curriculum and to the powerful knowledge which maximises life chances. Children need powerful knowledge and character education to understand and interpret the world. All our pupils will leave our schools ready to be of service to society. Our purpose is to provide the best possible school experience for every child and pupil in our schools. Emmaus CAT will work alongside our schools to enable this to happen, through collegiality and collaboration, peer-coaching, support and challenge, all in the spirit of becoming the best we can be and contributing to the creation of a society that is highly educated, skilled and cultured.

Talent, and supporting our people to flourish

We are committed to building a healthy Catholic organisation where our staff are valued, encouraged to work collegiately, are empowered to make a difference and provided with clear opportunities to progress and develop. By creating an environment where our people can give of their best and excel professionally, personally and in faith, we will achieve the best outcomes for our pupils. The People and Culture Strategy is structured around four guiding principles which summarise our priority areas of focus for building a healthy Catholic organisation, where colleagues are valued and utilise their strengths and skills to contribute to its success: attract and recruit, include, nurture and develop & retain.



5) What is most important, right now?

Strategic Priorities–2025/2026

Strategic Focus Area 1:

Mission

1. To promote a distinctive Catholic Mission and culture to ensure Emmaus CAT continues to be strong in faith.

Strategic Focus Area 2:

Quality of Education

2. To ensure Emmaus CAT enables great schools to provide an ambitious curriculum for all pupils to flourish and serve society.

Strategic Focus Area 3:

Academy Improvement

3. To build a strong and sustainable infrastructure, making effective use of resources, enabling the Emmaus CAT school communities to serve society.

Emmaus CAT currently educates approximately 12,373 children, and employs approximately 1,450 staff.

- English Martyrs RC Primary School – 225
- Holy Family RC Primary School – 214
- Holy Rosary RC Primary School – 234
- Mount Carmel RC Primary School – 455
- Saint John Henry Newman RC College – 1502
- Our Lady of the Rosary RC Primary School – 237
- St Antony's RC High – 688
- St Anne's RC High School – 642
- St Anne's RC Primary School, Audenshaw – 236
- St Chad's RC Primary School – 230
- St Christopher's RC Primary School, Tameside – 251
- St Dunstan's RC Primary School – 329
- St Edmund's RC Primary School – 244
- St Edward's RC Primary School – 266
- St Francis RC Primary School – 248
- St Herbert's RC Primary School – 333
- St John Fisher RC Primary School – 246
- St John Bosco RC Primary School – 223
- St Joseph's RC Primary School, Oldham – 227
- St Kentigern's RC Primary School – 454

- St Margaret Mary's RC Primary School – 342
- St Mary's RC Primary School – 114
- St Mary's RC Primary School, Failsworth – 458
- St Matthew's RC High School – 1333
- St Patrick's RC Primary School, Manchester – 200
- St Patrick's RC Primary School, Oldham – 213
- St Stephen's RC Primary School – 410
- St Winifred's RC Primary School – 401
- St Anne's RC Primary School, Oldham – 232
- St Monica's RC Primary School – 334
- St Joseph's RC Primary School – 503
- Corpus Christi RC Primary School – 349

With the schools below joining 2025/2026, Emmaus CAT will educate approximately 14,350 children and employ approximately 1,750 staff

- St Thomas More RC College – 778
- St Malachy's RC Primary School – 233
- St Theresa's RC Primary School, Oldham – 212
- SS Aidan and Oswald RC Primary School - 363
- St John's RC Primary School - 395



Headteacher

St Anne's RC Voluntary Academy

Start Date: September 2026

Salary: L25 – L31 £93,424 - £108,202



The Directors of Emmaus CAT, the St Anne's RC Voluntary Academy Governing Body and the Diocese of Salford wish to appoint an exceptional leader, a dynamic and inspirational practising Catholic to take their school forward.

Could this be you?

If it was you, you would:

- Be a practising Catholic, with a strong faith and commitment to the Catholic ethos of the school and its community
- Be aspirational in your approach to the quality of teaching and learning and of the achievement and wellbeing of every child
- Be a role model who inspires and encourages others through their commitment, enthusiasm and dedication to raising standards
- Be able to influence and motivate with effective strategic leadership
- Be a highly effective leader who can manage and organise the personnel, financial and professional needs of the school's resources and staff
- Be an experienced leader with the interpersonal skills to develop strong working relationships with staff, children, parents, parish and governors
- Have a proven track record in raising standards in teaching and learning, with measurable whole school improvements

Visits to St Anne's RC Voluntary Academy are encouraged and strongly recommended.



If so, we can offer you:

- A school which cultivates and celebrates their distinctive Catholic nature through the promotion of dignity and excellence.
- A dedicated family of professionals united in a mission to provide quality education, whilst celebrating its Catholic faith
- A motivated faculty which holds high expectations and the determination to enable all of its pupils to fulfil their potential
- The opportunity to be part of a growing Catholic Academy Trust where leaders work collaboratively to ensure the provision of great schools, strong in faith, serving society
- A career development opportunity which will provide both challenge and fulfilment
- Highly supportive governance
- A commitment to our Headteacher's continuing professional and spiritual development

The school is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. This post is subject to enhanced DBS clearance.

To arrange an informal visit to the school, please contact Ms M Flanagan Headteacher's PA to arrange a mutually convenient date and time via; marian.flanagan@stannes.academy

Or to speak to the Director of Secondary Education, Dominique Gobbi, please contact Alison Smith, Executive Administrative Manager to arrange a mutually convenient date and time via: alison.smith@emmauscat.com

Closing date: Monday 20th April 2026, 9am

We will be shortlisting on the 23rd April 2026, with successful candidates informed in due course.

Interviews will take place on: Thursday 30th April 2026

Please return completed application forms and supporting documents to: Alison Smith, Executive Administrative Manager at Emmaus Catholic Academy Trust by email; alison.smith@emmauscat.com.

'To know, love, and serve God.'



'To know, love and serve God'.



Headteacher Job Description

St Anne's RC Voluntary Academy, Heaton Chapel, Stockport.

Introduction

The Academy is a designated Catholic school. The Directors are accountable to the Ordinary of the diocese, or a Vicar or delegate where that is determined, to ensure that the Academy is conducted as a Catholic school in accordance with Canon law and the teachings of the Catholic Church so that, at all times, the Academy may serve as a witness to the Catholic faith in Our Lord Jesus Christ.

Therefore, this post requires a practising Catholic who can show by example and from experience, that they will ensure that the school is distinctively Catholic in all its aspects.

This appointment is made by the board of directors of the **Emmaus Catholic Academy Trust** under the terms of the Catholic Education Service (CES) contract. It is subject to the conditions of service for Headteachers contained in the current School Teachers' Pay and Conditions document as well as other current education and employment legislation and statutory guidance.

This job description is based on the key areas identified in the National Standards for Headteacher (2020). These standards are in turn built upon the Teaching Standards (2012) which apply to all teachers, including Headteacher.

The **Emmaus Catholic Academy Trust** and the diocese acknowledge the importance of the role of the Catholic Headteacher and will actively offer continuing support, encouragement, affirmation and realistic challenge to the successful candidate.

The Academy Trust is committed to safeguarding and promoting the welfare of children and young people. The Headteacher must ensure that the highest priority is given to following the guidance and regulations relating to safeguarding and child protection. Appointment is conditional upon receipt of satisfactory Disclosure and Barring Service (DBS) checks in relation to criminal and child protection matters.

A. The Core Purpose of the Headteacher

The core purpose of the Headteacher is to provide professional leadership and management of the 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. The Headteacher must establish a culture that promotes excellence, equality and high expectations of all pupils. This will include ensuring that religious education is in accordance with the teachings, doctrines, discipline and general and particular norms of the Catholic Church.

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.

The Headteacher, working with the **Emmaus Catholic Academy Trust** and others, is expected to draw on the person, life and teachings of Jesus Christ to create a shared vision and strategic plan, which inspires and motivates pupils, staff and all other members of the community. The vision should explore Gospel values, core educational values and moral purpose and be inclusive of stakeholders' values and beliefs.



The Headteacher is the leading professional in the school. Accountable to the **(insert name of CMAT)**, the Headteacher provides vision, leadership and direction for the school and ensures that it is managed and organised to meet its aims and targets. The Headteacher, working with others, is responsible for evaluating the school's performance to identify the priorities for continuous improvement and raising standards; ensuring equality of opportunity for all; developing policies and practices; ensuring that resources are efficiently and effectively used to achieve the school's aims and objectives and for the day-to-day management, organisation and administration of the school.

The Headteacher, working with and through others, secures the commitment of the wider community to the school by developing and maintaining effective partnerships with, for example, schools, other services and agencies for children, parishes, the diocese, higher education institutions and employers. Through such partnerships and other activities, the Headteacher play a key role in contributing to the development of the education system as a whole and collaborating with others to raise standards locally.

Drawing on the support provided by members of the school community, the Headteacher is responsible for creating a productive learning environment which is engaging and fulfilling for all pupils.

B. The Headteacher Standards 2020

1. Culture and Ethos

The strategic direction and development of the school stem from the educational mission of the Church. The Headteacher will ensure that his/her leadership demonstrates commitment to promoting and developing the school's distinctive Catholic identity through the search for excellence in all area of this work.

Critical to the role of headship is working with the **(insert name of CMAT)** and others to create a shared vision and strategic plan which inspires and motivates pupils, staff and all other members of the school community. This vision should express core educational values and moral purpose and be inclusive of stakeholders' values and beliefs.

The Headteacher will:

1. Recognise the authority of the bishop in relation to the provision of education in the diocese and work within the school and parish community to create and promote an educational vision and values for the school which take account of the school's Catholic mission and of the diversity, values and experiences of the school and the community it serves.
2. Hold and articulate clear Catholic values and moral purpose focused on providing a world-class education for the pupils they serve and reflecting the Catholic foundation of the school.
3. Demonstrate optimistic personal behaviour, positive relationships and attitudes towards their pupils and staff, and towards parents, governors and members of the local church and wider community.
4. Lead by example, with integrity, creativity, resilience, and clarity, drawing on their scholarship, expertise and skills and that of those around them.
5. Sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursue continuous professional development that reflects the needs of a Catholic school.



6. Work with political and financial astuteness, within a clear set of principles centred on the school's Catholic vision, ably translating local, national and diocesan policy into the school's context.
7. Communicate compellingly the school's vision and drive the strategic leadership, empowering all pupils and staff to excel thus ensuring a culture of high staff professionalism.

2. Curriculum and Teaching

In a Catholic school the Headteacher leads a learning community rooted in Catholic belief and principles. The search for excellence is given expression in learning and teaching which recognise pupils' individual worth as made in the image and likeness of God. The Headteacher will lead the school community in promoting positive attitudes to learning amongst pupils and staff which stem from Christ's vision for humanity.

The Headteacher has a central responsibility for raising the quality of teaching and learning and for pupils' achievement. This implies setting high expectations and monitoring and evaluating the effectiveness of learning outcomes. A successful learning culture will enable pupils to become effective, enthusiastic, independent learners, committed to life-long learning.

In accordance with the school's Catholic ethos, the Headteacher will:

1. Demand ambitious standards of achievement and attendance for all pupils, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on pupils' outcomes. Ensure high quality personal, social, health education and citizenship in accordance with the teachings and doctrines of the Catholic Church. Ensure quality provision for pupils' spiritual, moral, social and cultural education in line with the distinctive Catholic nature, purpose and aims of the school.
2. Secure excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and pupils' well-being, taking full account of the school's Catholic foundation.
3. Establish an educational culture of "open classrooms" as a basis for sharing best practice within and between schools, drawing on and conducting relevant research and robust data analysis.
4. Create an ethos based on Catholic values within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other.
5. Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning. Hold all staff to account for their professional conduct and practice.

3. Organisational effectiveness

In the 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 Statement.

The Headteacher needs to provide effective organisation and management of the school and seek ways of improving organisational structures and functions based on rigorous self-evaluation. The Headteacher should ensure that the school and the people and resources within it are organised and managed to provide an efficient, effective and safe learning environment. These management responsibilities imply the re-examination of the roles and responsibilities of those adults working in the school to build capacity across the workforce and ensure resources are deployed to achieve value for money.



The Headteacher should manage themselves and their relationships well. Headship is about building a professional learning community which enables others to achieve. Through performance management and effective continuing professional development practice, the Headteacher supports all staff to achieve high standards. To equip themselves with the capacity to deal with the complexity of the role and the range of leadership skills and actions required of them. The Headteacher should be committed to their own continuing professional development.

The Headteacher should work in partnership with others. In a Catholic school the Headteacher is responsible for the mission of the school to the local and wider Catholic community and beyond. He/she will collaborate with the parish and other Catholic organisations as well as with the wider educational community for the benefit of the school's community and others. He/she will demonstrate a belief that community and school are interdependent and that engagement with the community promotes school development.

The Headteacher should commit to engaging with the internal and external school community to secure equity and entitlement. The Headteacher should collaborate with other schools in order to share expertise and bring positive benefits to their own and other schools. The Headteacher should work collaboratively at both strategic and operational levels with parents and carers and across multiple agencies for the wellbeing of all children. The Headteacher shares responsibility for leadership of the wider educational system and should be aware that school improvement and community development are interdependent.

In accordance with the school's Catholic ethos, the Headteacher will:

1. Ensure that the school's systems, organisation and processes are well-considered, efficient and fit for purpose, upholding the principles of transparency, integrity and probity within the Catholic context. Ensure arrangements for the daily Act of Collective Worship and the spiritual life of the school. Ensure the diocesan policy for Religious Education is fulfilled.
2. Provide a safe, calm and well-ordered environment for all pupils and staff, focused on safeguarding pupils and developing their exemplary behaviour in school and in the wider society.
3. Establish rigorous, fair and transparent systems and measures for managing the performance of all staff, addressing any under-performance, supporting staff to improve and valuing excellent practice.
4. Welcome strong governance and actively support the **Emmaus Catholic Academy Trust** to understand its role and deliver its functions effectively – in particular its functions to set school strategy and hold the Headteacher to account for pupil, staff and financial performance.
5. Exercise strategic, curriculum-led financial planning to ensure the equitable deployment of budgets and resources, in the best interests of pupils' achievements, the school's sustainability and its Catholic character.
6. Distribute leadership throughout the organisation, forging teams of colleagues who have distinct roles and responsibilities and hold each other to account for their decision making.

Working in a spirit of collaboration to secure Catholic principles of equity and entitlement, the Headteacher will:

7. Create an outward-facing school which works with other schools, organisations and the local community, in a climate of mutual challenge, to champion best practice and secure excellent achievements for all pupils. Build a school culture and curriculum based on Gospel values, the teaching of Jesus Christ and the Catholic Church, which take account of the richness and diversity of the school's communities.



8. Develop effective relationships with fellow professionals, colleagues in other public services, parents/carers and the parish community to improve academic and social outcomes for all pupils.
9. Challenge educational orthodoxies in the best interests of achieving excellence, harnessing the findings of well-evidenced research to frame self-regulating and self-improving schools.
10. Shape the current and future quality of the teaching profession through high quality training and sustained professional development of all staff.
11. In the context of the school's Catholic ethos, model entrepreneurial and innovative approaches to school improvement, leadership and governance, confident of the vital contribution of internal and external accountability.
12. Inspire and influence others, within and beyond schools, to believe in the fundamental importance of education in young people's lives and to promote the value of education especially within a Catholic context.

This job description forms part of the contract of employment of the person appointed to the post. It reflects the position at the present time only and may be reviewed in negotiation with the employee in the future. The appointment is subject to the current conditions of employment in the School Teachers' Pay and Conditions Document as they relate to Headteacher.



Headteacher Person Specification

St Anne's RC Voluntary Academy, Heaton Chapel, Stockport.



The Academy is a designated Catholic school. The Directors are accountable to the Ordinary of the diocese, or a Vicar or delegate where that is determined, to ensure that the Academy is conducted as a Catholic school in accordance with Canon law and the teachings of the Catholic Church so that, at all times, the Academy may serve as a witness to the Catholic faith in Our Lord Jesus Christ.

Therefore, this post requires a practising Catholic who can show by example and from experience, that they will ensure that the school is distinctively Catholic in all its aspects.

This appointment is made by the board of directors of the (insert name) Catholic Academy Trust under the terms of the Catholic Education Service (CES) contract. It is subject to the conditions of service for Headteachers contained in the current School Teachers' Pay and Conditions document as well as other current education and employment legislation and statutory guidance.

XXXXXX School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

The applicant will be required to safeguard and promote the welfare of children and young people.

Source Key: A = Application Form I = Interview R = References CC = Checking Certificates

Note: Candidates failing to meet any of the essential criteria will automatically be excluded

[A] Faith Commitment

		Essential	Desirable	Source
1.	<i>Practising Catholic</i>	<i>E</i>		<i>A/I/R</i>
2.	<i>Involvement in parish community</i>		<i>D</i>	<i>A/I/R</i>

[B] Qualifications

		Essential	Desirable	Source
1.	Qualified teacher status	E		A/CC
2.	Degree	E		A/CC

[C] Professional Development

		Essential	Desirable	Source
1.	Evidence of appropriate professional development for the role of headteacher	E		A
2.	Evidence of recent leadership and management professional development	E		A
3.	Up to date safeguarding training and knowledge of legislation for the protection of young people	E		A/I/CC
4.	Has successfully undertaken Designated Safeguarding Lead training	E		A/I/CC

[D] School leadership and management experience

		Essential	Desirable	Source
1.	Recent successful leadership as a headteacher	E		A/I/R
2.	Recent successful leadership as a deputy headteacher or assistant headteacher	E		A/I/R
3.	Evidence of successfully leading school improvement	E		A/I/
4.	Evidence of the application of strategies to review, implement, evaluate and improve learning and teaching	E		A/I/R
5.	Experience of curriculum leadership and development	E		A/I/R
6.	Experience of working constructively with parents	E		
7.	Experience of monitoring staff performance	E		A/I/R
8.	Experience of effective budget management and financial analysis	E		A/I/R
9.	The ability to provide advice and support to the Governing Body to enable it to meet its responsibilities	E		A/I/R
10.	An understanding of strategic financial planning in relation to its contribution to school improvement, curriculum development and pupil achievement	E		A/I/R
11.	To have experience of guiding, coaching, mentoring or training individuals or teams	E		A/I/R
12.	Is able to demonstrate a good awareness of current national education policy and strategy	E		A/I/R

[E] Experience and knowledge of teaching

		Essential	Desirable	Source
1.	Successful teaching of pupils/students in the primary/secondary phase	E		A/I/R
2.	Experience of teaching in more than one school	E		A/I/R
3.	To have a working and current knowledge and understanding of the Key Stages in the primary/secondary phase	E		A/I/R
4.	Displays commitment to the protection and safeguarding of children and young people, showing an awareness of legislation and working with other agencies where appropriate	E		A/I/R
5.	Experience of providing professional challenge and support to others through the performance management process		D	A/I/R
6.	To be able to effectively use data and assessment to raise standards/address weaknesses	E		A/I/R
7.	To be able to exemplify how the needs of all pupils (SEND, AEN, AGT, EAL, GRT) have been met through high quality teaching	E		A/I/R

[F] Professional Attributes

		Essential	Desirable	Source
1.	Be able to demonstrate an understanding, awareness and empathy for the needs of the pupils at the school and how these could be met	E		A/I/R
2.	Be able to demonstrate a clear rationale for behaviour management and a proven track record of the effective implementation of a range of behaviour management strategies	E		A/I/R
3.	To have excellent written and oral communication skills (which will be assessed at all stages of the process)	E		A/I
4.	To be a leader of learning demonstrating, promoting and encouraging outstanding classroom practice	E		A/I/R
5.	Show a good commitment to sustained attendance at work	E		A/I/R

[G] Professional Skills

(Based on the National Standards for Headteachers 2020)

The headteacher is expected to have a good knowledge of the domains of the National Standards for Headteachers (2020) upon which the job description is based and be willing to work towards the achievement of these standards. In addition, the Headteacher will be expected to work with the governors to set annual personal objectives within the framework of these standards:

- Culture and Ethos
- Curriculum and Teaching
- Organisational effectiveness including (Governance and Accountability)

Candidates are therefore asked to structure their supporting statement under the above headings

[H] Personal Qualities

All of the following are considered essential for the post and will be assessed through interview and reference:

- Continue to promote the school's strong educational philosophy and values
- Inspire, challenge, motivate and empower teams and individuals to achieve high goals
- Demonstrate personal enthusiasm and commitment to leadership aimed at making a positive difference to children and young people
- Build and maintain quality relationships through interpersonal skills and effective communication
- Demonstrate personal and professional integrity, including modelling values and vision
- Manage and resolve conflict
- Prioritise, plan and organise themselves and others
- Think analytically and creatively and demonstrate initiative in solving problems
- Be aware of their own strengths and areas for development and listen to, and reflect constructively and act upon as appropriate, feedback from others
- Demonstrate a capacity for sustained hard work with energy and vigour
- Uphold the 7 Nolan principles of public life

[I] Confidential References and Reports

A positive and supportive faith reference from a priest where the applicant regularly worships.	E
Positive recommendation from all referees, including current employer.	E
A supportive reference from the Local Authority, if possible, or a further supportive professional reference	E

The directors/governors reserve the right in exceptional cases to seek additional references from other former employees where this seems appropriate.

[J] Application Form and Supporting Statement

The form must be fully completed. The supporting statement should be clear, concise and related to the specific post, ***following the guidance outlined in section G above.***

The CESEW Leadership Application Form must be fully completed. The supporting statement should not exceed 1300 words in length, be clear, concise and related to the post and setting applied for.



HOW TO APPLY



EMMAUS Catholic Academy Trust

2nd Floor, Crossgate House, 47-55 Cross Street, Sale, M33 7FT

0161 470 5114

CSEL - Daniel Copley
ceo@emmauscat.com

Chair of Directors - Catherine Anderson chair@emmauscat.com

Company No. 12206105

www.emmauscat.com

 @EmmausCAT

Applications need to be made using the CES application form, sent with this pack.

Closing date: Monday 20th April 2026, 9am

We will be shortlisting Friday 24th April 2026 with successful candidates informed in due course.

**Interviews will take place on:
Thursday 30th April 2026**

Please return completed application forms and supporting documents to Alison Smith, Executive Administrative Manager at Emmaus Catholic Academy Trust by email;

alison.smith@emmauscat.com

