



**Application Pack**

**Year 4 Class Teacher**



**EMMAUS**  
CATHOLIC ACADEMY TRUST



## Welcome from the Emmaus Catholic Academy Trust

We would like to take this opportunity to thank you for your interest in the advertised role of a Class Teacher at St Joseph's RC Primary School. 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 Class Teacher will contribute significantly to the individual journey of the school, and the CAT as a whole over the coming months and years, and 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.

The LGB, leadership team and community of **St Joseph's RC Primary School**, are very much looking forward to recruiting a highly effective Class Teacher. The successfully appointed candidate will join the St Joseph's community, ensuring that children and 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'. We look forward to working collaboratively with the successful candidate, ensuring that a wide range of support is in place to enable the provision of great schools, strong in faith, serving society.

Yours sincerely



**Catherine Anderson**  
Chair of Directors



**Daniel Copley**  
CSEL/CEO





## MISSION

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## VISION

Our aim is simple; to ensure we have great schools, strong in faith, serving society.

We will 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.

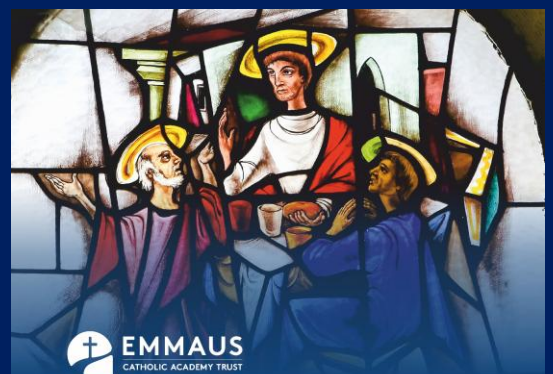
## The Emmaus Catholic Academy Trust Prayer

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.**



SALFORD  
CATHEDRAL





St Joseph's RC Primary School  
Higginson Road  
Stockport  
SK5 6BG  
Tel: 0161 432 5689  
Email: [admin@stjosephsreddish.org](mailto:admin@stjosephsreddish.org)

## Welcome

Welcome to St Joseph's Catholic Primary School website. At St Joseph's, we support our parents and families, to help their children to continue grow in the love of Christ to achieve their full potential. Children only get one childhood, and it is our responsibility to get it right.

Here at St Joseph's, we aim to eliminate any circumstances that may be a barrier to learning and progress. We hold the highest of expectations and work to support each child to achieve success, not only academically, but socially, morally, spiritually and culturally. We know that high aspirations lead to high standards, and this is our vision for each and every pupil. It is our hope that by giving our children the very best start in life, it will put them on a solid trajectory for their future. I believe this to be not just a matter of importance, but one of social justice.

We encourage our children to work with a growth mind set and understand the steps of learning through focussed memory work and metacognitive techniques. This is supported by a carefully planned and sequenced, knowledge rich curriculum to develop conceptual understanding.

With our Catholic faith at the centre of everything we do, our carefully designed topics are embedded with a social, moral and spiritual purpose and where possible, they reflect the cultural heritage of our pupils and our locality.

Our exceptional staff, visionary governing body and supportive parish together help create the conditions to nurture spiritually, grow in faith and live our mission: *'Inspired by joy, we grow together as members of a unique family who respect love and forgive each other'.*





# Class Teacher

Salary: Teachers Main Scale



The Governors, Staff and children of St Joseph's RC Primary School, Reddish wish to recruit a permanent KS2 class teacher from November 2025.

Could this be you?

If it was you, you would:

- Has experience of teaching in KS2
- Has high expectations and demonstrate a commitment to raising standards and achieving the best possible outcomes for our children
- Has high expectations of the behaviour and attitudes of the children
- Will support the Catholic faith of the school
- Has a good knowledge of primary curriculum
- Self-motivated and able to work cooperatively as part of a team

If so, we can offer you:

- A welcoming school, with a strong Catholic ethos
- Well behaved, enthusiastic children who are eager to learn and proud of their school
- A considerate, dedicated and supportive team committed to achieving very high standards
- Supportive governors and parents
- A commitment to professional development

Visits to the school are encouraged and warmly welcomed. These can be arranged by contacting the school office. Please contact Victoria Watson, School Business Manager for further details and application form.

**Contract/Hours of work:** Fixed Term until 31 August 2026, full time.

**Salary:** Teachers Main Scale

**Location:** St Joseph's RC Primary School  
Higginson Road  
Stockport  
SK5 6BG

**Line Management:** Headteacher

**Key contacts:** Executive Head Teacher – Clare Baron

Closing date for applications: Friday 17<sup>th</sup> October  
Interviews will take place W/C Monday 20<sup>th</sup> October



# Class Teacher

## Job Description

The post holder will report directly to the Headteacher

The appointment is with the Governing Body of the School as employer under the terms of the Catholic Education Service Contract. It is also subject to current conditions of employment of school teachers, contained in The School Teachers' Pay and Conditions Document and other current educational and employment legislation.

### 1. Christian Ethos

**To work with the Headteacher and colleagues in creating, inspiring and embodying the Christian ethos and culture of this Roman Catholic school, securing its Mission Statement with all members of the school community and ensuring an environment for teaching and learning that empowers both staff and students to achieve their highest potential.**

- 1.1 To attend, take part in and lead acts of collective worship in accordance with the Governing Body's policy.
- 1.2 To implement the policy of the Governing Body on Religious Education.
- 1.3 To ensure that pupils have a safe and caring environment both in school and on out of school activities.
- 1.4 To foster good relationships with all members of the school and local community including parents.
- 1.5 To promote the school and all it stands for on all occasions, in particular, work with stakeholders.
- 1.6 To celebrate the successes of the school at every opportunity
- 1.7 To act as a model of professional conduct and presentation, demonstrating high personal standards of expertise and commitment
- 1.8 To perform, in accordance with any directions which may reasonably be given by the Headteacher, such particular duties as may be assigned.

### 2. Teaching and Learning

**Within the context of a Roman Catholic Primary School, the search for excellence pursued through teaching and learning takes place in the context of the individual needs and aspirations of the pupils as God's children.**

- 2.1 To participate in long term planning and reviewing for the school and to carry out such medium and short term planning for teaching, and evaluating, as required by the school's policies.
- 2.2 To teach, according to their educational needs, the pupils assigned to them including the setting and marking of work to be carried out in school and elsewhere.
- 2.3 To manage the classroom effectively to develop a purposeful and stimulating learning environment.
- 2.4 To manage pupil behaviour in a positive and effective manner.
- 2.5 To review programmes of work, teaching materials and methods in liaison with co-ordinators and other colleagues.
- 2.6 To assess, record and report all the development, progress and attainment of pupils having regard to the curriculum of the school.
- 2.7 To set targets for individual pupils as required.
- 2.8 To make records and reports on the personal and social needs of the pupils, communicate and consult with parents, cooperate with persons or bodies outside the school and participate in meetings as necessary.
- 2.9 To promote the general progress and wellbeing, including the provision of guidance on educational and social matters, of individual pupils and any class or group assigned to him/her.

### 3. The Teacher as a Professional

**In a Roman Catholic Primary School, the responsibility of each teacher is to assist the Headteacher in the leadership of a faith community for whom Christ is the model. In the teaching and management of staff, their unique contribution as individuals, valued and loved by God, should be recognised.**

- 3.1 To contribute to a climate of mutual support, in which self-confidence and self-esteem can grow and to work as a member of a team.
- 3.2 To be committed to personal professional development and to participate in the school's system of performance management
- 3.3 To contribute as appropriate to the professional development of colleagues.
- 3.4 To participate in meetings with other staff to review curricular, pastoral and organisational and administrative matters affecting the school.



3.5 To supervise and support the work of teaching and learning assistants including volunteers.

3.6 To take part in the induction and assessment of newly qualified teachers and of students undertaking school practice.

3.7 To supervise pupils outside the classroom as required by the Headteacher and within the Conditions of Employment.

3.8 To participate in cover for absent staff as required and within the terms of the Conditions of Employment.

#### **4. Resource Management**

**In a Roman Catholic Primary School, the relationship between the Mission Statement and the deployment of all staff, finance, resources, time and energy should reflect the Christian aims of the school community and the needs of all pupils.**

4.1 To manage materials and equipment for lessons to ensure minimal damage wastage and loss.

4.2 To provide a purposeful, safe and tidy working environment that celebrates achievement and success.

#### **5. Specific Responsibilities**

5.1 To co-ordinate an area of the curriculum as required, except in the NQT year.

#### **Other Responsibilities**

- Adhere to all CAT-wide policies and procedures.
- Take responsibility for promoting and safeguarding the welfare of all pupils.
- Demonstrate commitment to the Equal Opportunities Policy, to work positively and inclusively with colleagues.
- Work flexibly in the interests of the service (this may include undertaking other duties provided that these are appropriate to the employee's background, skills and abilities or attending events outside of normal working hours, with notice and upon agreement).
- Occasional travel between different sites of Emmaus CAT as required (all schools are within the Salford Diocese covering Manchester, Stockport, Trafford, Tameside and Oldham).
- Actively participate in performance reviews at regular intervals in accordance with CAT-wide procedures.
- Undertake training courses organised by the CAT where these will assist in the carrying out of the above duties, develop skills which may be required to fulfil those duties in the future or are required to fulfil legal requirements.
- Demonstrate consistently high standards of personal and professional conduct as defined in the Emmaus CAT Code of Conduct Policy.
- Be aware of and comply with policies and procedures relating to child protection, health and safety, security, confidentiality and data protection. Reporting any and all concerns to an appropriate person as soon as they arise.

- Attend and participate in relevant meetings as required.
- Participate and take an active role in training and other learning activities and performance development as required.
- Support the profile of the CAT with key stakeholders, local, national and international bodies and professional sectors.
- Work as part of a team to support colleagues and contribute to the vision and mission of the CAT.

#### **Safeguarding**

- Draw attention to best practice in Emmaus CAT to support other schools and encourage links with local agencies that may deliver additional resources to the schools or families.
- Assist with and ensure that all schools comply with safer recruitment procedures and that induction includes a specific focus on safeguarding.
- Emmaus CAT is committed to safeguarding and promoting the welfare of children and young people at all times. You will be responsible for promoting and safeguarding the welfare of all children with whom you come into contact, in accordance with the CAT's and the school's safeguarding policies. The post holder is required to obtain a satisfactory Enhanced Disclosure and Barring Service (DBS).

#### **Equality, Diversity and Inclusion**

- Assist with ensuring that schools implement the equality, diversity and inclusion strategy ensuring that every learner in the CAT has a positive experience.
- Look outward to other education settings in seeking to ensure best practice is maintained in all Emmaus CAT schools and settings.
- To support, recruit, manage, develop and motivate a committed, effective and diverse workforce that understands its roles and enables and promotes high quality learning.
- To ensure the development of positive solutions to achieving diversity, dignity and equality in all aspects of service delivery and engagement with the broader community.

## General

- Actively contribute to and promote the overall ethos and values of each school and the wider CAT.
- Maintain consistently high standards of professional conduct, tact and diplomacy at all times in dealing with pupils, parents, staff and colleagues, external agencies and any other visitors to the school or Emmaus CAT.
- Maintain absolute confidentiality and exercise discretion with regard to staff/pupil information and the CAT's business at all times.
- Act as an ambassador for the Diocese, schools and the wider CAT within the local community and beyond, ensure that the ethos and values of Emmaus CAT are promoted and upheld at all times.
- Undertake any other reasonable tasks and responsibilities requested by the Emmaus CAT Board, CEO or Trust Central Executive team which fall within the scope of the post.
- Display resilience, motivation and commitment to support Emmaus CAT schools and being of service to the Diocese of Salford and its Catholic Community.
- Be flexible and proactive in meeting the needs of the CAT.
- Emmaus CAT and its employees are expected to support the Catholic aims and visions of the CAT, however, there is no requirement to be a practicing Catholic.

## Other

The above list is not exclusive or exhaustive, and Emmaus CAT may require the post holder to undertake duties commensurate with the level of the role. As part of your wider duties and responsibilities, you are required to promote and actively support the Emmaus CAT's responsibilities towards safeguarding.

Safeguarding is about keeping people safe and protecting people from harm, neglect, abuse and injury. It is about creating safe places, being vigilant and doing something about any concerns you might have. It is not just about the very old and the very young, it is about everyone who may be vulnerable.

## Method of Working

Emmaus Catholic Academy Trust expects all staff to work effectively as part of a team or teams. As a minimum, this requires a clear appreciation of the Catholic faith, our special ethos and commitment to serving society, dealing with people politely and tactfully, communicating with colleagues both formally and informally, modelling the Catholic Education Service and the Emmaus CAT's Code of Conduct and reflecting the Diocesan values. You must carry out your duties with due regard to current and future policies, procedures and relevant legislation. These will be drawn to your attention in your induction, ongoing performance reviews and through Emmaus CAT communications. All staff are required to maintain confidentiality as required.

## Public Relations

Considerable importance is attached to the public relations aspect of all work undertaken by Emmaus CAT staff.

It is a prime objective therefore that staff will at all times project to the public the image of the Emmaus CAT as keen to assist wherever possible, and positively promote the work that is carried out.

*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. Appointment is subject to the current conditions of employment in the Joint National Council Agreement on Pay and Conditions of Service Handbook (the Green Book)*







## Person Specification

Qualifications	Essential/Desirable
Have Qualified Teacher Status	E
Experience	
Be able to demonstrate the ability to carry out responsibilities of a class teacher in relation to planning, delivering and assessing the National Curriculum and to meet DfE Teacher standards.	E
Be able to maintain positive relationships with children, combining a sympathetic approach with effective discipline	E
Be able to work co-operatively as part of a team.	E
Skills and Aptitudes	
Be able to teach mixed ability pupils within the same class and provide appropriate differentiated work, including extension work for more able pupils.	E
Be able to use effectively a variety of teaching and organisational styles, and resources including ICT.	E
Have the ability to communicate clearly, accurately and effectively, both orally and in writing, with children, parents, professional colleagues, support staff, governors, external services and others as appropriate.	E
Have appropriate planning and organisational skills.	E
Have the ability to monitor and look after resources.	E
Knowledge	
Have a clear understanding of the structure of the National Curriculum and be able to teach a wide range of subjects within all levels at Key Stage 2.	E
Have a thorough knowledge of the Literacy and Numeracy Strategies and be committed to participating in relevant in-service training to advance his/her ongoing development as a primary teacher.	E
Be committed to raising the levels of achievement of children of all abilities.	E
Be committed to the promotion of equal opportunities	E
To support the Christian ethos of a Catholic school	E

# HOW TO APPLY



**EMMAUS Catholic Academy Trust**  
Jackson House, Sibson Road, Sale, M33 7RR

**0161 470 5114**

CSEL/CEO - Daniel Copley

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Company No. 12206105

[www.emmauscat.com](http://www.emmauscat.com)

[@EmmausCAT](https://www.x.com/EmmausCAT)

Applications need to be made using the CES application form, available from the school website

**Closing date: Friday 17<sup>th</sup> October 2025**

**Interviews will take place: W/C Monday 20<sup>th</sup> October 2025**

Please return completed application forms and supporting documents to Victoria Watson, School Business Manager:  
[Victoria.watson@stjosephsreddish.org](mailto:Victoria.watson@stjosephsreddish.org)



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