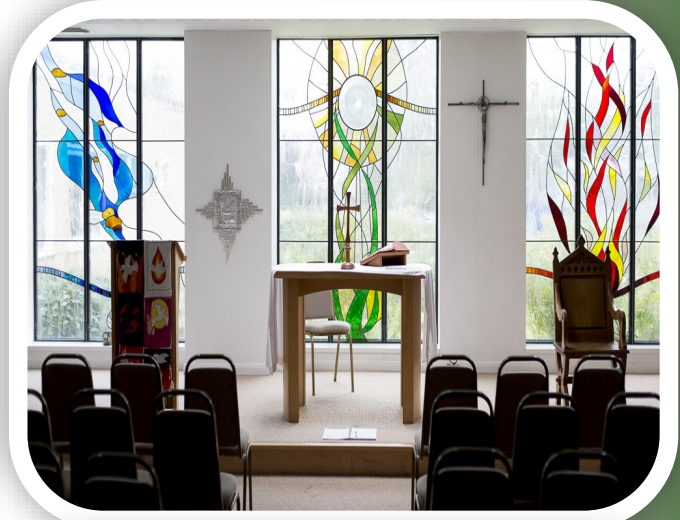




# St Alban's Catholic High School

## Candidate Information Pack 2024/25



St Alban's Catholic High School  
Digby Road  
Ipswich  
IP4 3NJ

 01473 726178

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## LETTER FROM HEADTEACHER



Dear Candidate,

Thank you for your interest in this post, I hope you will find the post attractive and feel encouraged to apply.

A genuine enthusiasm for the promotion of students' learning is essential for the post and it is important to note that, whilst being Catholic is not a prerequisite for this role, a willingness to be supportive of the Christian ethos is necessary.

Your application should include a supporting statement which addresses the following:

- How your experience relates to the requirements of the job description/person specification
- Your own personal philosophy of education
- Specific skills that you can bring to the role and the school
- Any other supporting information you wish to draw to our attention

The school is committed to the safeguarding of children and young people. We expect any prospective member of staff to provide three separate forms of evidence of identity (passport, birth certificate, utilities bill, driving licence, for example) and to provide evidence of 'Right to Work in the UK' together with proof of academic qualifications included in any application. Successful candidates will be made an offer of employment subject to pre-employment checks including an enhanced DBS check. Further details of the DBS code of practice, registration and application process can be found below.

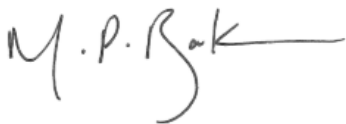
[Revised Code of Practice for Disclosure and Barring Service Registered Persons \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/612122/Revised_Code_of_Practice_for_Disclosure_and_Barring_Service_Registered_Persons.pdf)

Full details of the application process and the necessary forms can be found on our website:

<http://www.st-albans.suffolk.sch.uk/Vacancies/>

If you require further information or have any questions relating to your application, please do not hesitate to contact Lisa Gittins (Headteacher's EA) at: [lgittins@st-albans.suffolk.sch.uk](mailto:lgittins@st-albans.suffolk.sch.uk).

Yours faithfully



Matt Baker

## MISSION STATEMENT

### Learning, Respecting, Caring

St Alban's Catholic High School strives to provide an excellent education for our students within a caring Christian community where all are respected, valued and supported to achieve their potential.

We aim to inspire everyone with the strength and purpose to begin the journey of learning for life and to prepare our students to lead by their example in the modern world.

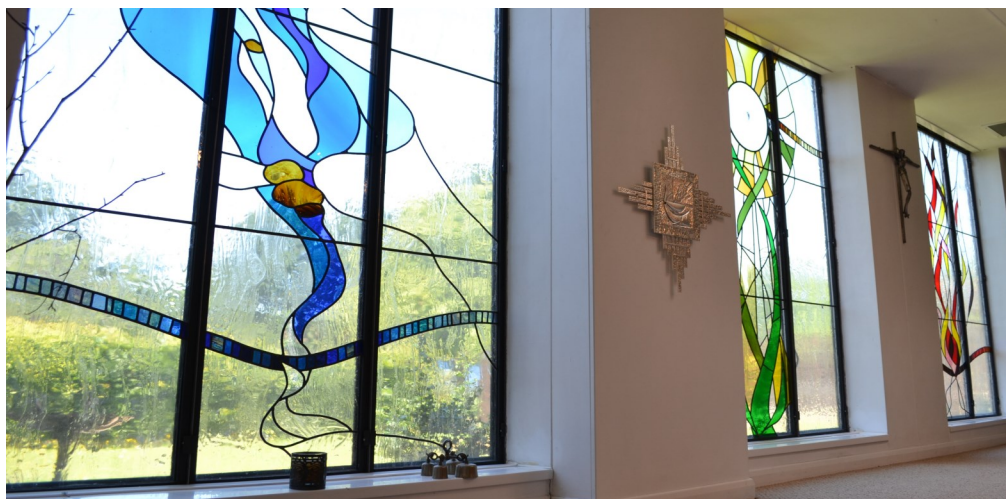
### OUR STRATEGY

To recognize that each individual student and member of staff is a unique creation in the image of God, and deserves to be valued equally.

To follow Christ's example by providing a living testimony to the goodness and presence of God and so to prepare our students for a fuller participation as followers of Christ in the life of their community.

To develop effective leadership throughout all levels of the staffing structure and to use this to create a successful teaching environment where high expectations of students, staff and governors are met.

To provide full opportunity for our students to develop their individual talents and build a strong foundation for their future.



## INFORMATION ABOUT OUR SCHOOL

### **School Structures**

#### **Our Day**

The school day is arranged around four 75-minute periods across a two-week cycle. There is a 20-minute form period in the morning during which time some year groups will have an assembly. A weekly Mass and Department Briefing takes place on Wednesday mornings and a Staff Briefing every Monday, Tuesday and Friday.

#### **Pastoral System**

There are 6 Tutor Groups per year for KS3 and KS4 with a Head of Year for each year group. In Sixth Form, there are also 8 Tutor Groups, which has grown from 6 in the previous year, combining Years 12 and 13 students. The Head of Sixth Form is a member of the Senior Leadership Team and is supported by a Deputy Head of Sixth Form. Each Key Stage also has a Student Support Lead/Manager.

Students and staff are also placed into one of six houses which take part in competitions and raise funds for charity each year.

#### **Student Leadership**

A number of Sixth Form students have whole-school leadership roles and are supported by prefects in Years 10 and 11. Student ambassadors for each house lead their fund-raising efforts. Students are able to be part of Student Voice and Sixth Form students help as lunchtime supervisors and by mentoring younger students through peer supporting.

## INFORMATION ABOUT OUR SCHOOL

### On Roll

We have 1050 students on roll (Autumn 2023/24) which includes 167 students in our Sixth Form.

### Staffing

We have 91 experienced and specialist staff working at St Alban's (including 35 Support Staff), with a balance of long-service experienced members of staff together with newer colleagues to our team and those just starting out on their teaching career.

St Alban's operates a 'faculty' structure which allows for a more efficient line management system. The sharing of best practice and innovation is encouraged by coordinating improvements through the Head of Faculty.

### Senior Leadership Team

The current structure of the Senior Leadership Team is as follows:

<b>Matt Baker</b>	Headteacher
<b>erome Ateba</b>	Deputy Head: Achievement, Catholic Life
<b>Laura Lawrence</b>	Head of Sixth Form and Assistant Head: Admissions, Attendance, ALPS
<b>Sarah Morris</b>	Assistant Head: Teaching and Learning, CPPD, Careers
<b>Jason Horne</b>	Assistant Head: Safeguarding, Child Protection, Behaviour
<b>Nick Berry</b>	Assistant Headteacher (Ipswich Opportunity Area Secondment)
<b>Elizabeth Barber</b>	Associate Senior Leader: Reading & Literacy, Communications, Clubs and Societies
<b>Mark Donohue</b>	Associate Senior Leader: Staff Wellbeing, Pupil Premium, Parent Engagement

### Governing Body

Our Governors meet regularly to monitor and support the work of the school. There are four Full Governing Body meetings a year and three main committees that meet termly: Student, Staff and Infrastructure. Between them they deal with Curriculum & Progress, Personnel & Finance and Premises respectively. Each term a Governor Monitoring Visit will take place to focus on a particular aspect of school life.



## INFORMATION ABOUT OUR SCHOOL

### Multi-Academy Trust

The school is part of the **Our Lady of Walsingham Catholic Multi-Academy Trust** with the following schools:

- St Felix Roman Catholic Primary School, Haverhill
- St Mary's Catholic Primary School, Ipswich
- St Pancras Catholic Primary School, Ipswich
- St Laurence Catholic Primary School, Cambridge
- St Louis Catholic Academy, Newmarket
- St Benedicts Catholic High School, Bury St Edmunds



### Premises

St Alban's is situated in the peaceful outskirts of Ipswich. We have good buildings on a decent, secure site. The main school was built in the 1960s with the original Sixth Form and Science buildings added in 1998. The Arts and Humanities building, Sports Hall and new contemporary purpose-built Sixth Form building have been added in the last ten years.



### Catholic Life

We have a full-time Lay Chaplain and the local parish priest plays an important role in supporting the school. There is an active prayer life with each day starting with staff prayer and student prayer in form time or assembly. A substantial calendar of events runs throughout the year with retreats, reflection days, house masses, and other celebrations at key times in the church's year. Students are encouraged to take part in these events which we see as a key element of their educational experience.

Each Wednesday, students are invited to celebrate Mass together. This allows students to pray and reflect on the Word of God and to receive the Eucharist. All students are welcome irrespective of their faith tradition.



## INFORMATION ABOUT OUR SCHOOL

### Curriculum

Each student receives an individual timetable at the start of the year or when they join. In Year 7 and 8 all students follow a common structure within the year group. There is a variety of mixed ability groupings as Tutor Groups, and some setting.

In Year 8 students begin to consider their choices for GCSE. Students can often, however, be unsure about the subjects that they would like to take at GCSE. At St Alban's we have introduced a process called Pathways which gives students an invaluable chance to get a real idea of how a GCSE subject will be before they have to choose it as an exam subject. This aim of this is so that their final choices are fully informed so we do not have students in year 10 or 11 asking to change subjects and thus losing vital curriculum time.

This is made possible by having our non-core Key Stage 3 classes becoming four Pathways blocks for the last 10 weeks of year 9. Students choose one subject in each block and then have 2 lessons a week in each subject to help them decide whether this is the subject they want to student to GCSE. There are two opportunities to make changes, one halfway through the process and then at the end of the 10 weeks where they make a final choice of 3 subjects to study at GCSE.





## THE LOCAL AREA



### Ipswich

With a population of approximately 148,000 the county town of Suffolk, is located on the estuary of the River Orwell, about 66 miles from London and only a 15 minute drive from the coast.

Ipswich is one of the oldest towns in the country and is steeped in old English history. The historic town boasts a number of listed buildings including Christchurch Mansion and the Old Custom House on the Waterfront.

The University of Suffolk is situated on the Waterfront and followers of football will be aware of Ipswich Town Football Club also known as 'The Tractor Boys'.

### The Waterfront

The Waterfront is an up and coming hub for the social scene in Ipswich with a number of cafes, bars, restaurants, hotels and entertainment venues.

### Arts, Culture and Entertainment

Ipswich offers a thriving arts and culture scene with a number of places to visit such as The New Wolsey Theatre, The Regent and The Corn Exchange – all great venues hosting big name comedians, live music and theatre shows.

'Cardinal Park', a short walk from the Waterfront, provides a 'Cineworld' complex, a variety of restaurants and fast food chains.

The 'Buttermarket' complex in the heart of Ipswich has recently undergone a huge development with the opening of a gym, 'Empire' cinema, bowling and several great restaurants.

### Shopping

You will find a number of well know chain and big brand stores in the centre of Ipswich. There are also many independent boutiques worth exploring in the Waterfront area.

The town also has several large retail parks on the outskirts offering a number of restaurants, fast-food outlets, bowling and the new trend for trampoline parks!



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## ST ALBAN'S CATHOLIC HIGH SCHOOL

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Digby Road

Ipswich

Suffolk

IP4 3NJ

Website: [www.st-albans.suffolk.sch.uk](http://www.st-albans.suffolk.sch.uk)

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