



ST RICHARD REYNOLDS CATHOLIC COLLEGE

ST RICHARD REYNOLDS CATHOLIC PRIMARY SCHOOL
ST RICHARD REYNOLDS CATHOLIC HIGH SCHOOL

VIDETE BONA DOMINI



Recruitment Pack: Teacher of Biology, September 2025 Information for prospective colleagues





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1. Welcome Letter from the ACAT CEO

Dear Applicant,

Many thanks for your interest in working for Ascension Catholic Academy Trust (ACAT).

I am privileged to be ACAT's CEO and thought it might be helpful if I offered a few thoughts about who we are and what we stand for.

Established in December 2022 as part of the Diocese of Westminster, we are presently a group of six schools who have come together for our mutual benefit. There are currently four primary and two secondary schools within the Diocesan local authorities of Surrey, Richmond & Hounslow. This number is likely to grow as more Catholic schools join us from those local authorities.

Currently the schools in our Trust are:

- Our Lady of the Rosary Catholic Primary, Staines-upon-Thames
- St Ignatius Catholic Primary, Sunbury-on-Thames
- St Michael Catholic Primary & Nursery, Ashford
- St Richard Reynolds Catholic Primary, Twickenham
- St Paul's Catholic College, Sunbury-on-Thames
- St Richard Reynolds Catholic High School, Twickenham

As part of our work we are committed to recruiting, developing and retaining great teachers and leaders. Whilst the most important part of our Trust are our young people, its most valuable resource is its staff.

I am blessed to work with a group of dedicated, committed and like-minded Headteachers and staff who do a great job. We are not driven by Ofsted, but simply reference it; that said, each of our schools are good or outstanding in 'Ofsted terms' but each always continues to do better for the young people that they serve. We have a dedicated and committed Board of Directors and enjoy a good relationship with the Diocese of Westminster and the local authorities of Richmond upon Thames and Surrey.

Within and across ACAT, we believe that collaboration is the most useful and effective way to support each other and improve our schools to ensure we provide an outstanding Catholic education for all of our pupils.

We have begun to provide services centrally to liberate leaders in our schools to get on with the important part of their role, which is to ensure a great educational experience for their pupils and students. Too much time can be wasted in meetings discussing things that have little, if any, impact in the classroom and these are the tasks we are beginning to take on centrally. These central services include school finance and an increasing amount of HR. Many policies are also being written and reviewed centrally; and building work is organised and maintained centrally. A Primary School





Improvement Team has also recently been created from the great practitioners that exist across our schools.

If you already work in a Catholic school you will know they are special places to work, with our faith and hope being the backbone of our broad culture. If you have never worked in a Catholic school, please DO NOT be put off, but come and visit us to see for yourself.

Please have a look at our [website](#) to find out more about ACAT and its schools.

You have made a good decision to at least consider working with us. If you do apply and are successful you will receive great support and development whilst keeping your own character and personality. We are NOT a 'one size fits all' MAT, so please do apply.

Feel free to call me at any time on 020 8325 4630 or email me on info@ascensioncat.org if you have any questions.

I look forward to working with you.

With best wishes

R.E. Burke
ACAT CEO





2. Why work for us?

At St Richard Reynolds we believe that our staff are our most important asset and that each one of us, not only the children in our care should be Loved, Listened to, Challenged and Inspired. We have listened to colleagues' thoughts on what they believe is unique about working at St Richard Reynolds and as a result have been thoughtful in our offer. We have also developed an extensive Wellbeing Charter to support our staff further.

Employee Wellbeing

- Inclusive welcoming culture
- Work life and family friendly policies
- Regular line management with a focus on you as an individual
- Flexible working opportunities & supportive approach with family and other commitments

Training & Development

- Regular CPD sessions focusing on learning, teaching and subject scholarship
- Outstanding ITT provision
- Leadership Development Programmes
- Opportunities provided by being the West London Hub for the Chartered College of Teaching
- Options to complete NPQML and NPQSL
- Think drop-in sessions and Teachmeets
- Holistic approach to appraisal system, focused on your CPD and not just on measuring performance

Trust-Wide Collaboration

- Collaborate and share best-practice across our growing family of primary & secondary schools
- Trust-wide career development & secondment opportunities

Other Benefits

- Provision of iPad for staff
- Eligibility for priority places at the College after two years of service
- Complimentary lunch for staff on duty
- Funded staff events
- Cycle-to-work Schemes
- Highly competitive Pension Schemes





3. Wellbeing Charter

At St Richard Reynolds **we invest in our staff and the quality of education** we provide by:

1. **Recruiting** excellent subject specialists and support staff.
2. Having **2.5 additional Inset days** set aside for departments to discuss misconceptions and prepare new materials so that students remember what they learn and correct mistakes.
3. **Offering funding for higher level qualifications** such as Masters, HLTA and department specific research and development.
4. Hosting a **book club** for those who want to join together with professionals to discuss research and new thinking.

At St Richard Reynolds **we are always innovating to manage workload** by:

1. Increasing our use of invigilators so **you rarely cover mock exams**.
2. Only sending **emails between working hours** and **only exceptionally at weekends**.
3. **Actively reviewing our exam schedule** and removing early November mocks.
4. **Increasing the amount of department time** as part of our CPD calendar.
5. Reviewing our **marking and feedback policy** to reduce time required and maximise impact.

At St Richard Reynolds **we make working lives as easy as possible** by:

Assigning new staff members a **buddy** to introduce them to life at SRRCC

1. **Being flexible with life requests**, such as a close family wedding or significant moments in your children's school career.
2. Allowing a **later start or an earlier finish when not teaching** at least once a term, within departments.
3. Flexibility to **work from home** one morning or afternoon at least once a term.
4. Having a **dry cleaning, hair cutting and posting** service.
5. Hosting **exercise classes** at school.
6. Being creative with how we provide **parking** for staff
7. Ensuring **our shared staff spaces are inviting**, including tea, coffee and fresh fruit.
8. **Having a longer Autumn half term** so that staff can take a longer rest at a less expensive time within the longest term.





4. What our staff say

I joined St Richard Reynolds in September 2020 as a PGCE student, initially completing placement in Year 2, I was then fortunate to secure my second placement in Year 5. After completing two wonderful PGCE placements. I was delighted to continue my journey at the school as a teacher in Year 1. The warmth and support I received from the staff and leadership team made St Richard Reynolds feel like home, and I quickly developed a deep love for the school and its community.



I am now in my 4th year of teaching and currently teaching in Year 4. The opportunities for professional development at St Richard Reynolds are outstanding, and I am grateful for the academy trust leadership course I completed last year and I am now pursuing my NPQSL in senior leadership, which has been an incredibly rewarding experience, allowing me to expand my skills and contribute to the school's continued success. As well as being a class teacher, I have had the privilege of leading on PSHE and the Pupil Parliament, which are such rewarding roles.

I am truly passionate about the school's mission, its dedicated staff, and the positive impact we have on our students' lives. I am proud to be part of such a vibrant and supportive school community. St Richard Reynolds is a truly wonderful place to work.

Claire Harper, Primary School

I have had the privilege of working at SRRCC for the past nine years, and during that time, I've experienced incredible growth both personally and professionally. I began my career here as a NQT English teacher in August 2016, and I quickly developed a strong connection with the students and the school community.



Over the years, I worked hard to build positive relationships with our young people and their parents, understanding that these connections are key to students' success. My passion for supporting students in every aspect of their lives eventually led to my appointment as Head of Year, Head of KS4 and now Assistant Principal.

Kayleigh Hayles, Assistant Principal





5. The Role

We are looking to appoint a Biology teacher to join our department working with colleagues who are committed to delivering outstanding lessons across all key stages. This is a permanent part-time position from September 2025. We will consider applicants interested in working the equivalent of 3.5 to 4.5 days per week (0.7 to 0.9 full-time equivalent). Salary negotiable dependent upon calibre and experience.

Biology at SRRCC is an innovative, friendly and inclusive place to continue your teaching career. While we ask you to support our Catholic ethos, being a practicing Catholic is not a requirement, we welcome applicants from any background.

Job Description

The duties outlined in this job description are in addition to those covered by the most recent School Teachers' Pay and Conditions Document and the National Teaching Standards.

Purpose of the post

- To support the Catholic ethos of the school and the College's mission statement and vision.
- To teach the subject and achieve high quality teaching, effective use of resources and the highest standards of learning and achievement for all students.
- To take an active and positive role in the development of the curriculum, attainment and progress within your subject.
- To promote the wellbeing of students in your care.

Quality of Education

- Being an Outstanding Practitioner.
- To understand our curriculum intent and implement this intent through your teaching.
- Provide a stimulating and challenging learning environment.
- Excellent subject knowledge.
- The ability to plan, assess and evaluate with support and to the department standard.
- High expectations of student achievement.
- Commitment and professionalism.
- Organisational skills
- Understand and follow all College policies.
- Collaborate and work towards achieving the school priorities and targets, and monitor progress.
- As required by your Subject Leader, lead interventions and monitor their effectiveness.
- Ensure creativity, innovation and the use of appropriate new technologies to achieve high standards.
- Ensure appropriate arrangements for statutory and non-statutory assessment are in place and carried out.
- Monitor and track progress over time (in year/year on year) and evaluate the effects on teaching and learning by working alongside colleagues, analysing work and outcomes including student progress.
- Produce data reports as required.





Behaviour and Attitudes

- Monitor and promote all learning behaviours and ensure positive behaviour within your classes.
- Promote good standards of attendance within your form and work with your Head of Year to ensure College targets are met for punctuality and attendance.

Personal Development

- Ensure the promotion of equal opportunities in all aspects of school life.
- Observe all health and safety rules and guidance and take all reasonable care to promote the health and wellbeing at work of yourself and students.
- Promote British Values and help embed and deliver Catholic Social Teaching and the PSHE curriculum.

Leadership and Management

- Undertake the responsibility for the welfare and safeguarding of children and young people.
- Lead worship with and encourage participation from your form group.
- Be the first point of contact for members of your form.
- Act as an ambassador for the department and positively engage with the wider school community.
- Communicate effectively with parents.
- Take advantage of CPD offered and use it to inform and evolve your practice.





Person Specification - Teacher of Biology:

Qualifications	Desirable	Essential
A specialist teacher of Biology		✓
Successful school experience in the UK		✓
Early Career Teacher or Qualified Teacher with an honours degree		✓
A track record of examination success in your subject		✓
Relevant non-teaching experience	✓	
Masters in a relevant field	✓	
Experience leading a form group	✓	

Knowledge and skills	Desirable	Essential
Outstanding and proven teaching practitioner		✓
A clear understanding of how students learn and the characteristics of high-quality teaching		✓
Knowledge of your chosen subject area, including recent developments		✓
The ability to communicate complex subjects to all students		✓
Ability to teach KS3 to KS5		✓
Proven track record teaching A Level		✓
Skills and knowledge of teaching and learning beyond your curriculum area	✓	
Experience of working with EYFS, KS1 and/or KS2 children	✓	

Personal Qualities	Desirable	Essential
Willingness to support and develop our Catholic mission and identity		✓
A passion for your subject that is exemplified through your application		✓
Someone who clearly likes working with young people		✓
A willingness to learn, adapt, grow and take advantage of CPD opportunities		✓
Someone who has a positive attitude to life and work, understanding the impact that it has on colleagues		✓
Willing and able to contribute to the wider life of the College through the creative arts, sports teams or other talents you may bring.	✓	





6. Application Process



Please send the CES application form (including contact details for two referees) and a covering letter to: recruitment@srrcc.org.uk by **10am on Monday 17th March** with interview date w/c 17th March 2025.

Start date: 1st September 2025

Please also get in touch if you would like to talk in more detail about the role or indeed if you would like to meet and see us in action, we are only too happy to show you around our happy, engaging community.

