



**St. Matthew's**  
Roman Catholic High School  
VOLUNTARY ACADEMY



DIOCESE OF Salford

# Job Application Pack

**Head of  
Hospitality &  
Social  
Development**  
(Food Technology Specialist)

We **Pray**  
We **Care**  
We **Achieve**





**St. Matthew's**  
Roman Catholic High School

# WELCOME TO St. Matthew's RC High School

**As the Headteacher, it is my great privilege to be leading a school where the holistic development of our pupils is of primary importance.**

Our commitment to the pursuit of academic excellence and our rich personal development curriculum is underpinned by our Catholic identity, brought to life through our values of praying, caring and achieving.

St Matthew's is a vibrant faith and learning community that's enriched by our cultural diversity and unique young people.

Our curriculum is broad and well-balanced, designed and delivered by expert teachers to support all pupils to reach and exceed their academic potential. This is in conjunction with a bespoke Personal Social, Health and Economic Education (PHSE) programme and a wide-ranging extracurricular offer.

It is our intention that this, supported by our ethos and values, will allow each pupil to complete a five year journey with us and take their place in society, where their gifts and talents will be of benefit to all.

We insist on the highest standards of behaviour for learning and have clear policies in place to ensure these are maintained. It is my absolute belief that this consistency of approach will enable our community to flourish and enables our pupils to live out our mission statement. If you have any questions, please do get in touch with us.

**If you have any questions, please do get in touch with us.**

**Mr A Nightingale**  
Headteacher





# OUR School



**St. Matthew's**  
Roman Catholic High School

## St Matthew's is a mixed Roman Catholic inner-city school based in Moston, North Manchester.

The school was established in 1977 and benefitted from a complete rebuild in 2009. The school serves close to 1400 pupils and benefits from a rich diversity across both the staff and pupil population. Our school is within easy access to the M60 motorway, providing a link to the rest of Manchester and the surrounding areas. St Matthew's is part of the Emmaus Catholic Academy Trust (CAT), which is one of three CATs in the Diocese of Salford. The school has recently started a rapid improvement journey and we anticipate the school will provide a high quality education in the near future.

We are a child centred, Christ centred community. Our core purpose is our Catholic mission: 'We pray, We care, We achieve'. Each element of our mission is important to us providing a unique education for all who join the school. St Matthew's works closely with other Catholic secondary schools to ensure we benefit from the very best practice available.

St Matthew's is located within extensive grounds and provides a bright, modern facility within an environment that supports teaching, learning and achievement across all subject areas with specialist facilities available. Computer facilities have been incorporated into the school design enabling all teaching areas to benefit from the latest IT products. We have music and drama suites, a recording studio, industry standard science laboratories, media, photography, ceramics, food and resistant materials provisions along with a dedicated sports hall and 3G pitch to enhance the physical activities of our learners.

At St Matthew's we are steadfast in our mission to keep all our pupils safe and happy, every day that they come to our school. We support all students academically and pastorally, enabling them to achieve positive outcomes at the end of their time with us. Our effective pastoral systems provide relentless care and support for all pupils, underpinning our core business of teaching, learning and achievement.

Safeguarding is at the heart of what we do at St Matthew's. All staff and volunteers are expected to have read and be fully compliant with the following policies:

- **Safeguarding and child protection**
- **Online/E-Safety**
- **Whistleblowing**
- **Staff Code of Conduct**
- **Data Protection**
- **Privacy Notice**

They are also expected to be familiar with 'Keeping Children Safe in Education, 2022'. A read receipt is required from all staff at the start of each academic year and from newly appointed staff prior to taking up appointment. St Matthew's are never complacent about safeguarding and work with the following always at the forefront of our minds... 'it could happen here'. We have rigorous and tested procedures in place which are constantly reviewed to ensure we have the highest of expectations from all our staff and volunteers when it comes to safeguarding and child protection.

Newly appointed staff are given a full induction programme with the safeguarding element of this completed prior to their commencement of work at the school.



We **Pray** · We **Care** · We **Achieve**



# SAFEGUARDING AT St. Matthew's



**St. Matthew's**  
Roman Catholic High School

Safeguarding is at the heart of what we do at St Matthew's. All staff and volunteers are expected to have read and be fully compliant with the following policies:

- Safeguarding and child protection
  - Online/E-Safety
  - Whistleblowing
  - Staff Code of Conduct
  - Data Protection
  - Privacy Notice

They are also expected to be familiar with 'Keeping Children Safe in Education 2022'. A read receipt is required from all staff at the start of each academic year and from newly appointed staff prior to taking up appointment. St Matthew's are never complacent about safeguarding and work with the following always at the forefront of our minds... 'it could happen here'. We have rigorous and tested procedures in place which are constantly reviewed to ensure we have the highest of expectations from all our staff and volunteers when it comes to safeguarding and child protection.

Newly appointed staff are given a full induction programme with the safeguarding element of this completed prior to their commencement of work at the school.





# WHY WORK AT St. Matthew's?



**St. Matthew's**  
Roman Catholic High School

**We are a Catholic school which lives out our mission each day by caring for all staff. You will be challenged to be your best and constantly improve, and you will be supported and guided every step of the way.**

**Our aim is to help everyone achieve this by providing the following:**

- Research-led CPD package for all staff, with weekly sessions dedicated to helping everyone become more effective in their role.
- Frequent career-development opportunities including access to qualifications eg NPQ, Apprenticeship programmes
- Generous non-contact time above the national average to enable teaching staff time to prepare and plan effectively.
- Average class sizes below the national average with approximately 25 per class. Option groups in KS4 often significantly smaller.
- Joint-planning of effective lessons across all departments to share outstanding practice yet reduce workload.
- Rigorous yet sensible marking policy which focuses on 'quality not quantity'.
- Highly effective and wide-ranging pastoral support structure to enable teachers to teach.
- Opportunity to boost salary via voluntary paid lunchtime duties.
- Employer Assistance Programme available to all staff via 'Health assured', offering 24/7 access to online GP as well as other services such as Telephone counselling, support regarding family issues, debt concerns, lifestyles addictions, relationships and legal. In addition, you will also have access to an online health portal which can offer personal coaching, emotional support, health checks, medical fact sheets, fitness advice and BMI assessment.
- Newly refurbished staff room offering quiet space for staff to work, free tea and coffee available at all times.
- Access to Education Mutual Healthcare including Physiotherapy, Mental Health services and surgical assistance.





# TRAVELLING TO St. Matthew's



**St. Matthew's**  
Roman Catholic High School



## North bound

Take exit 21 from M60

At Junction 21, exit towards A663/Rochdale/A627 (M) Chadderton (0.2 miles)

Turn left onto the A6104 slip road to Hollinwood/Oldham/A62/Manchester/A663 (82 ft)

Turn left onto Semple Way/A6104 (194 ft)

Turn right onto Hollinwood Avenue/A6104 (0.5 miles)

Turn left onto Broadway/A663 (0.4 miles)

Turn right onto Nuthurst Road (0.3 miles)

## South bound

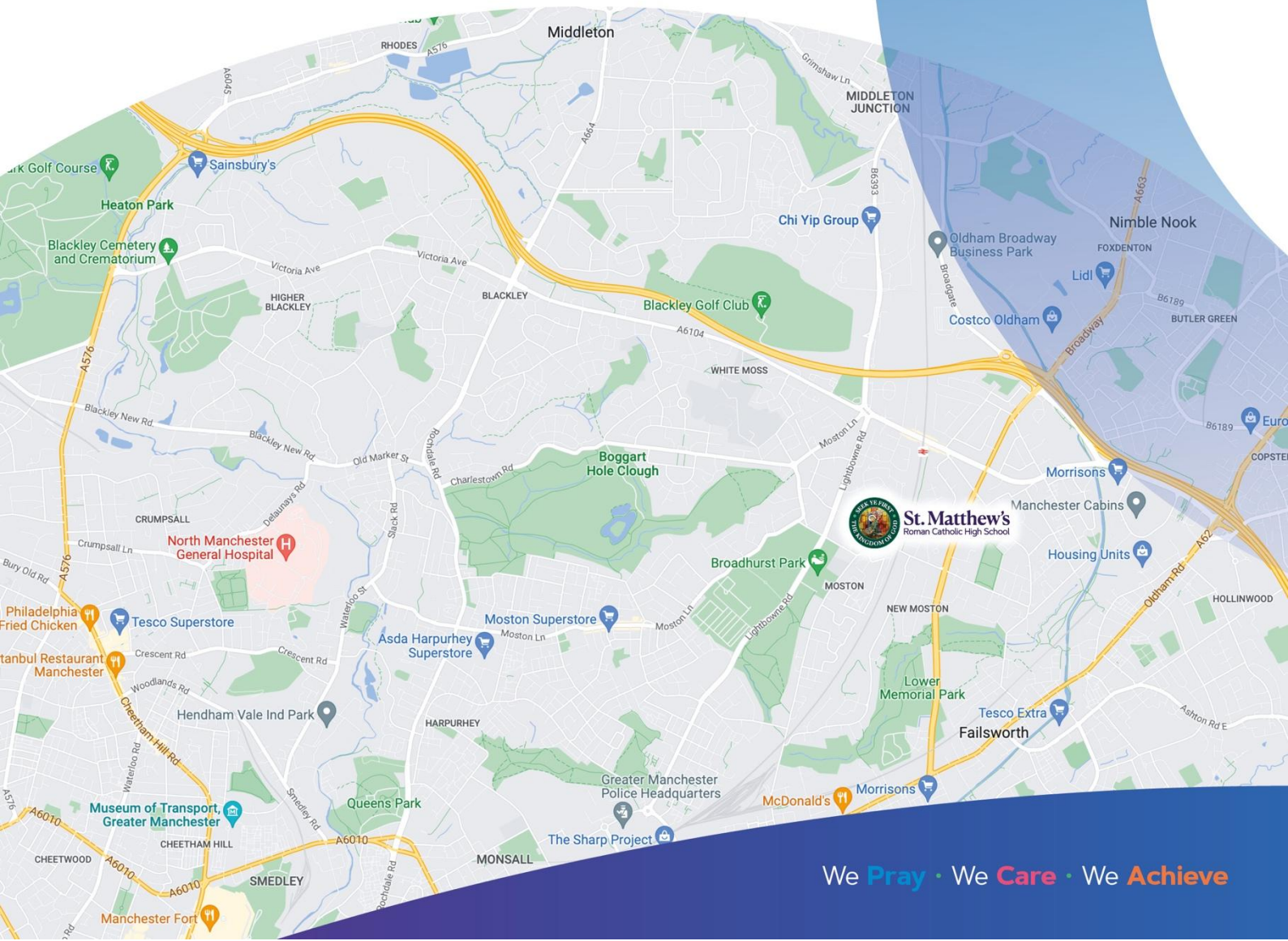
Take exit 20 from M60

Use the right 2 lanes to turn right onto Alkrington Interchange/Rochdale Rd/A664

Turn left onto Victoria Avenue East/A6104 (2.3 miles)

At the roundabout take the 4th exit onto Lightbowne Rd/B6393

Turn left onto Nuthurst Road



# Head of Hospitality & Social

## Development

### (Food Technology Specialist)



**St. Matthew's**  
Roman Catholic High School

**Full time, permanent**

**Salary: MPS/UPS + TLR 2b**

**Start date: Easter 2026 or sooner if possible**

The Governors of St Matthew's RC High School seek to appoint a dynamic and exceptional Head of Hospitality & Social Development to join our wonderful school. Alongside KS4 Hospitality & Catering, your teaching responsibility would be Food Technology at KS3 but with a department responsibility for Hospitality, Child Development & Health & Social Care. We envisage this role as being a pathway to Faculty Leader of Technology and would provide opportunities to prepare candidates for senior leadership in the future.

#### **Brief overview of position**

We are looking for someone who is passionate about their subject and determined in their mission to impart knowledge, skills and understanding to all of our young people, whilst exciting and engaging them in their learning. You should be a committed classroom practitioner with a passion for learning and teaching. You must be able to establish excellent relationships with pupils and colleagues, and work well within a team. Applicants should be fully supportive of St Matthew's Catholic foundation.

Reporting to: Senior Leadership

To arrange an informal visit, please contact Mrs Gibson, PA to the Headteacher, on 0161 681 6178 or by email at [k.gibson@smrchs.com](mailto:k.gibson@smrchs.com)

**Closing date for applications:**

**Friday 5 December 2025 at noon**

**Interview date:**

**Friday 12 December 2025**

**Application packs can be downloaded from the school website [www.smrchs.com](http://www.smrchs.com). Completed applications and supporting documentation should then be submitted by email to Mrs Gibson at [k.gibson@smrchs.com](mailto:k.gibson@smrchs.com)**

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

St Matthew's is also committed to providing a diverse and inclusive community, ensuring equal opportunity. We welcome and we encourage applications from everyone, including groups currently under represented in our workforce.

**The successful applicant will be required to complete an enhanced DBS check.**





# JOB



**St. Matthew's**  
Roman Catholic High School

# Description

The job description below gives an insight into the responsibilities of the post of a Head of Hospitality & Social Development and while this is not an exhaustive list, it should allow candidates to have an understanding of what this role entails, and for what the successful candidate will be held accountable for. The person specification provides an indication of the skills and experience that we are seeking.

The person specification provides an indication of the skills and experience that we are seeking. We are interested in candidates with a proven examples of how they can improve rates of progress and outcomes in their subject.

## The Role

You will take responsibility for the planning and delivery of high quality teaching and learning in at KS4 Hospitality and Catering, under the direction of the Head of Technology, take a lead on the planning and delivery of KS3 Food Technology.

With your experience of teaching and leading vocational qualifications at KS4 within your technology specialist area, you will lead and manage our teachers of BTEC Child Development and BTEC Health and Social Care subjects. You will be responsible for ensuring high quality curriculum planning, curriculum delivery and internal assessment completion ensuring compliance with all exam board requirements.

As leader of this area of school, you will also be responsible for carrying out Quality Assurance activities across these vocational subjects to ensure high standards.

Working with the Curriculum Leader for Technology, and with other BTEC/Vocational Leaders across school, you will share good practice and work collaboratively where required.

Whilst experience of teaching Child Development / Health and Social Care as well as Food/Hospitality is highly desirable, experience of teaching vocational qualifications in your specialist subject area of Food/Hospitality is essential.





# Responsibilities

- To be a model of excellent practice, maintaining a clear focus on outstanding delivery to pupil
- To assist in embedding consistent pedagogy and practice for teaching in your department by contributing to CPD sessions and sharing resources
- To contribute in the development of consistently high quality MTP's and LTP's, for both Key Stages 3 and 4
- To provide a nurturing classroom and school environment which enables pupils to develop as learners

## Duties as a classroom teacher

### Teaching and Learning

- With direction from the Head of Technology, and within the context of the school's curriculum and LTPs/MTPs, plan and prepare effective teaching modules and lessons for Food Technology at KS3
- Plan and prepare effective teaching modules and lessons for Health & Social Care, Child Development & Hospitality & Catering.
- Teach engaging and effective lessons that motivate, inspire and improve pupil attainment.
- Use regular assessments to set targets for pupils, monitor pupil progress and respond accordingly to the results of such monitoring.
- To produce/contribute to oral and written assessments, reports and references relating to individual and groups of pupils.
- Develop plans and processes for the classroom with measurable results and evaluate those results to make improvements in pupil achievement.
- Ensure that all pupils achieve good rates of progress, given their starting points.
- Maintain regular and productive communication with pupils, parents and carers, to report on progress, sanctions and rewards and all other communications.
- Direct and supervise support staff assigned to lessons and when required participate in related recruitment and selection activities.
- Implement and adhere to the school's behaviour management policy, ensuring the health and well-being of pupils is maintained at all times.
- Participate in preparing pupils for external examinations.
- Identify the intervention needs of pupils in your classes and liaise with relevant members of staff to ensure needs are met.
- To play a full and active role in all quality assurance processes, reviewing and improving rates of progress for all classes and implementing and reviewing in-class interventions for targeted pupils with concerning rates of progress.

### Leadership of Health, Social Care & Hospitality

- Further improve the quality and consistency of Hospitality, Health & Social Care & Child Development curriculums across KS4.
- To lead, manage and deliver Hospitality & Catering as part of a timetabled curriculum, ensuring effective use of resources and pedagogy.
- To lead & manage the delivery of Health & Social Care & Child Development vocational courses, ensuring effective use of resources and pedagogy.
- Ensure the Hospitality & Catering curriculum, Child Development and Health & Social Care curriculum meets specification requirements alongside the contextual needs of students
- Evaluate the impact of the Hospitality & Catering curriculum, Child Development and Health & Social Care curriculum with regards to the progress of all students across KS4.
- Demonstrate excellent performance against parts one and two of the teacher's standards: teaching and personal professional conduct regarding Hospitality & Catering pedagogy.

### Wider school responsibilities

- Support the school's aims and objectives, take a full part in the liturgy and prayer life of the school and play a major role in the development of the school's Catholic ethos and fulfilment of the School Mission Statement.
- Monitor and support the overall progress and pastoral development of pupils as a teacher/ Form Tutor
- Fulfil any other reasonable duties requested by the Headteacher





# PERSON Specification

## The person appointed will:

- Be committed to the Catholic ethos of the school;
- Hold a suitable degree and UK recognised teaching qualification
- Have a passion for learning and teaching
- Demonstrate understanding of current teaching and learning issues
- Demonstrate understanding of the wider role that their subject has within the curriculum
- Have a proven track record of student achievement
- Demonstrate understanding of the role their subject plays in the delivery of the Mission of a Catholic School
- Demonstrate a commitment to the wellbeing and safeguarding of young people
- Demonstrate the ability to enthuse, enable and negotiate with others

## Have experience of:

- Successful teaching in their subject (Food Technology / Hospitality and Catering) across the full age, gender and ability range in a secondary school
- MTP/LTP creation experience
- Awareness of the necessity for QA
- Possess good skills in:
  - Clear communication both one to one and with large groups
  - Effective time management and organisation
  - Excellent interpersonal relationships

Where the postholder is disabled, every effort will be made to supply all necessary aids, adaptations or equipment to allow them to carry out the duties of the job.







# St. Matthew's

Roman Catholic High School  
VOLUNTARY ACADEMY

## Contact

St Matthew's RC High School  
Nuthurst Road  
Moston  
Manchester  
M40 0EW

**Tel:** 0161 681 6178

**Web:** [www.smrchs.com](http://www.smrchs.com)

**Email:** [contact@smrchs.com](mailto:contact@smrchs.com)

**Headteacher:** Mr A Nightingale



DIocese of  SALFORD

## OUR MISSION

We pray as a community with Christ and with the teachings of the Gospel at our centre, shown in the things we do and in the ways we worship together.

We care for everyone in our school community, respecting them as individuals created by God and recognising and celebrating talents and successes. We see caring for others in the world outside of our school as part of our Christian responsibility.

We achieve the best we can in all aspects of school life by learning in lessons, succeeding in examinations and committing to extra-curricular activities.

We **Pray**  
We **Care**  
We **Achieve**