



Application Pack

TEACHER AT SAINT JOSEPH'S, SHAW



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 Teacher at Saint Joseph's RC Junior, Infant and Nursery 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 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 Local Governing Board, leadership team and community of Saint Joseph's RC Junior, Infant and Nursery School are very much looking forward to recruiting a highly effective Teacher. The successfully appointed candidate will join the Saint Joseph's RC Junior, Infant and Nursery School 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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- To be of service to the local Church – the Diocese – the Parish and the Christian home;
- To be of service to society

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.

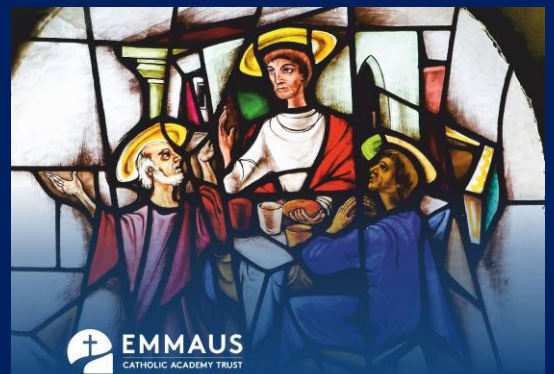
The Emmaus Catholic Academy Trust Prayer

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



📍 Saint Joseph's RC Junior, Infant and Nursery School
Oldham Road, Shaw, Oldham, OL2 8SZ
☎ 01706 847 218
✉ info@st-josephs.oldham.sch.uk
🌐 www.st-josephs.oldham.sch.uk
Head Teacher: Garry Needle

Saint Joseph's RC Junior, Infant and Nursery School is a welcoming, one-form entry Catholic primary school in Oldham, proud to be part of the Emmaus Catholic Academy Trust.

We are a close-knit school community on the edge of the Pennines where staff, pupils and families know each other well and work together to get the best for every child. Our Catholic ethos sits at the heart of everything we do, shaping a culture built on respect, care and a shared commitment to helping each child grow and flourish.

Our children are a real strength of the school. They are polite, well-mannered and enthusiastic learners who take pride in their work and their school. Behaviour across the school is strong, supported by clear routines, high expectations and positive relationships, creating calm and purposeful classrooms where learning can thrive.

We are proud of the supportive and dedicated team we have built at Saint Joseph's. Staff wellbeing is a genuine priority, with clear systems and routines in place to reduce unnecessary workload and ensure staff feel valued, supported and able to focus on high-quality teaching. As a one-form entry school, there is a strong sense of teamwork, with staff working closely together and supporting one another.

Our curriculum is carefully planned to be engaging, ambitious and meaningful, enabling all pupils to develop secure knowledge and skills and achieve their full potential. Alongside this, we place a strong emphasis on personal development, enrichment and opportunities that help children grow in confidence and character.

As part of the Emmaus Catholic Academy Trust, we benefit from strong collaboration, shared expertise and high-quality professional development opportunities, ensuring staff are supported to continue developing throughout their careers.

Visits to the school are strongly encouraged. This is the best way to experience first-hand what makes Saint Joseph's such a positive and rewarding place to work and learn.

[CLICK HERE FOR THE SCHOOL WEBSITE](#)

Teacher

Permanent, Full Time

Salary: Main Pay Scale



Join a school where staff are genuinely looked after and children thrive because of it.

At Saint Joseph's, we know that great teaching doesn't happen by accident. It happens when staff feel supported, clear about expectations, and able to focus on what matters most... the children in front of them.

We are a one-form entry Catholic primary school with a strong team ethos. Everyone knows each other, supports each other and works together to get things right. Behaviour across the school is strong, relationships are positive and classrooms are calm places to learn. This doesn't happen by chance; it's built through clear routines, consistent expectations and leadership that is present and involved.

We don't expect perfection, after all, even Saint Peter and Saint Paul didn't get everything right! But we do expect professionalism, commitment and a genuine commitment to getting it right for the children of Saint Joseph's and, in return, we work hard to make this a school where staff feel valued, supported and able to do their job well.

We are looking for a teacher who:

- Has secure classroom practice and high expectations
- Values strong routines and consistent behaviour
- Wants to be part of a close, supportive team
- Is reflective, committed and keen to keep improving
- Is willing to contribute to the Catholic life of the school

What you will find at Saint Joseph's:

- Well-behaved, respectful children who enjoy learning
- A calm, purposeful working environment
- Clear systems and routines that reduce unnecessary workload
- Leadership that prioritises staff wellbeing and psychological safety
- A team that works together and supports one another
- A commitment to high-quality professional development

We find that candidates who take the time to visit gain a much better understanding of our approach and whether Saint Joseph's is the right fit for them.

Salary: Main Pay Scale

Location: Saint Joseph's RC Junior, Infant and Nursery School, Oldham Road, Shaw, Oldham OL2 8SZ

Line Management: Accountable to Headteacher

Key Contact:

Mrs. Sally Glynn, School Business Manager

✉ info@st-josephs.oldham.sch.uk

☎ 01706 847 218

Please contact Mrs. Sally Glynn, School Business Manager, for further details and to arrange a visit to our school.

Closing date for applications: 9am Friday 8 May 2026
Interviews will take place week beginning 11 May 2026

Teacher

Job Description

The post holder will report directly to the Headteacher

Key responsibilities:

The following is typical of duties the post holder will perform; however, it is not necessarily exhaustive and other duties of a similar level and nature may be required from time to time.

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.

- To attend, take part in and lead acts of collective worship in accordance with the Governing Body's policy.
- To implement the policy of the Governing Body on Religious Education.
- To ensure that pupils have a safe and caring environment both in school and on out of school activities.
- To foster good relationships with all members of the school and local community including parents.
- To promote the school and all it stands for.
- To celebrate the successes of the school at every opportunity
- To act as a model of professional conduct and presentation, demonstrating high personal standards of expertise and commitment

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.

- To participate in long term planning and reviewing for the school and to carry out such medium and short term planning
- 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.
- To manage the classroom effectively to develop a purposeful and stimulating learning environment.
- To manage pupil behaviour in a positive and effective manner.
- To review programmes of work, teaching materials and methods in liaison with co-ordinators and other colleagues.
- To assess, record and report all the development, progress and attainment of pupils having regard to the curriculum of the school for teaching and evaluating, as required by the school's policies.
- To set targets for individual pupils as required.
- 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.
- To promote the general progress and well being, 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.

- 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.
- To be committed to personal professional development and to participate in the school's system of performance management
- To contribute as appropriate to the professional development of colleagues.
- To participate in meetings with other staff to review curricular, pastoral and organisational and administrative matters affecting the school.
- To supervise and support the work of teaching and learning assistants including volunteers.
- To take part in the induction of students undertaking school practice if necessary.
- To supervise pupils outside the classroom as required by the Headteacher and within 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.

- To manage materials and equipment for lessons to ensure minimal damage, wastage or loss.
- To provide a purposeful, safe and tidy working environment that celebrates achievement and success.

5. Specific Responsibilities

To lead and co-ordinate an area of the curriculum as required, except in the ECT year, the Subject Leader will:

- take a leading role, with the support of the Headteacher and Senior Leadership Team, in monitoring and developing the quality of the teaching and learning of the curriculum area/s throughout the school.
- monitor standards in the curriculum area/s throughout the school.
- disseminate information regarding Early Learning Goals, National Curriculum and other educational developments to colleagues, as appropriate.
- provide guidance and support to colleagues.
- develop and maintain liaison with subject leaders for other subjects, at different Key Stages and with other organisations.
- contribute to staff meeting agenda items where aspects of co-ordination and leadership are required.
- support the Headteacher in communicating information about the curriculum area for parents and governors.
- monitor and review current Curriculum Policy Statements and make recommendations for development.



- develop curriculum policy statements and guidelines for the teaching and learning of their curriculum area/s.
- monitor and evaluate curriculum planning (long, medium and short term), assessment and record keeping.

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.





Person Specification

Qualifications	Essential/Desirable
Qualified Teacher Status	E
Honours degree or equivalent	E
Commitment to personal/professional development	E
Practising Catholic	D
Experience	
Successful primary teaching experience	E
Skills and Aptitudes	
Knowledge of the National Curriculum	E
Knowledge of effective teaching and learning strategies	E
A good understanding of how children learn	E
Ability to adapt reaching to meet pupils' needs	E
Ability to build effective working relationships with pupils	E
Knowledge of guidance and requirements around safeguarding children	E
Knowledge of effective behaviour management strategies	E
Good ICT skills, particularly using ICT to support learning	E
Personal Qualities	
A commitment to getting the best outcomes or all pupils and promoting the ethos and values of the school	E
High expectations for children's attainment and progress	E
Ability to work under pressure and prioritise effectively	E
Commitment to maintaining confidentiality at all times	E

Commitment to safeguarding and equality	E
Special Requirements	
Satisfactory enhanced clearance with the Disclosure and Barring Service (DBS)	E
Pre-Employment Health Check	E
An appropriate understanding of child protection and data protection	E



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

Closing date:
Friday 8 May 2026 at 9am

Interviews will take place:
week beginning Monday 11 May 2026

Please return completed application forms and supporting documents to head@st-josephs.oldham.sch.uk

