



Dear Applicant,

Many thanks for your interest in working for Xavier Catholic Education Trust.

I am James Kibble and I'm the CEO of the Trust which is part of the Diocese of Arundel and Brighton. I thought it might be helpful if I penned a few thoughts about who we are and what we stand for.

Established in the Summer of 2016, we are presently a group of fifteen schools who have come together for our mutual benefit. There are twelve primary and three secondary schools covering a wide area across Surrey. This number is likely to grow as more schools join us. As part of our work we are committed to recruiting, developing and retaining great teachers and leaders across Surrey and beyond. We are a Teaching School Hub and as part of that role, we have over a hundred trainee teachers in our SCITT. We provide the full suite of professional development qualifications from initial teacher training through to Executive Headship. Currently the schools in the Trust are:

- Cardinal Newman Catholic Primary School
- Holy Family Catholic Primary School
- Salesian Catholic Secondary School
- St Alban's Catholic Primary School
- St Anne's Catholic Primary School
- St Augustine's Catholic Primary School
- St Charles Borromeo Catholic Primary School
- St Cuthbert Mayne Catholic Primary School
- St Edmund's Catholic Primary School
- St Hugh of Lincoln Catholic Primary School
- St John the Baptist Secondary Catholic School
- St Peter's Catholic School
- St Polycarp's Catholic Primary School
- St Thomas of Canterbury Catholic Primary School
- The Marist Catholic Primary School

I feel very blessed to work with a group of Heads and staff who all do a great job and are like-minded. All our schools are good or outstanding in 'Ofsted terms' and are striving for excellence. We have an exceptional Board of Directors and enjoy very good relationships with the Diocese.

Within the Trust, we believe we can support each other and our individual schools. Our aim is to work together to ensure we provide an outstanding education for all our pupils. We provide services centrally to allow leaders in our schools to get on with the really important part of their role, which is to ensure a quality experience for all the children. Too many hours are wasted in meetings, discussing things that have no impact in the classroom and these are the tasks we take on to assist our Heads and Deputies. A few examples are: all policies are written and reviewed centrally, all IT equipment including internet providers are centrally sourced and all building work is organised and maintained centrally. Schools also benefit from a variety of other central services such as an educational psychologist, SEND, safeguarding, school improvement and HR to name but a few. We really felt the benefit of being able support each other with everything from help with remote lessons to risk assessments when Covid arrived. We believe that by taking tasks from schools we can drive up standards and at the same time save money, be more efficient and ensure the children love school.



If you already work in a Catholic school you will know they are special places to work and our faith is the glue that holds the school community together. If you have never worked in a Catholic School please don't be put off, come and visit us anyway. I didn't work in a Catholic School until I became Head (and only then realised what I'd been missing out on).

Please have a look at our website [www.xaviercet.org.uk](http://www.xaviercet.org.uk) to find out more about the Trust and its schools. The 'About' section gives you an overview of our mission, action plan, key policies and the Directors. There is more information on each school in the Trust and links to their websites. If you are considering a teaching appointment, the 'Learning and Teaching' section gives you an insight into the wide range of shared resources and events taking place in the near future.

In conclusion, I think this is a great opportunity to join a successful community of schools. You will receive lots of support whilst remaining autonomous, as well as joining us on our journey to becoming the 'flagship' Catholic Trust we strive to be.

So please apply! Please feel free to ring me anytime on 01932 582595 or email me on [info@xaviercet.org.uk](mailto:info@xaviercet.org.uk) if you have any questions.

I look forward to hearing from you

James Kibble  
CEO - Xavier Catholic Education Trust