



**Application Pack**

# **Family and Pupil Support Co-ordinator**



We would like to take this opportunity to thank you for your interest in the advertised role of Family and Pupil Support Co-ordinator, at Holy Rosary RC Primary School. CAT (Diocese of Salford) is a growing Catholic Academy Trust with a footprint covering Manchester, Oldham, Stockport, Tameside and Trafford.

We believe that the Family and Pupil Support Co-ordinator role will contribute significantly to the strategic direction of the CAT 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 LGB, leadership team and community of Holy Rosary RC Primary School are very much looking forward to recruiting a highly effective Family and Pupil Support Co-ordinator. The successfully appointed candidate will join the Holy Rosary RC Primary 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'. Our team looks forward to working collaboratively with the successful candidate, providing a wide range of support and training to strengthen our schools.

Yours sincerely

**Catherine Anderson**  
Chair of Directors

**Daniel Copley**  
CSEL/CEO

# Emmaus Catholic Academy Trust, an educational constellation.



## MISSION

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## VISION

Our aim is simple; to ensure we have great schools, strong in faith, serving society.

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.

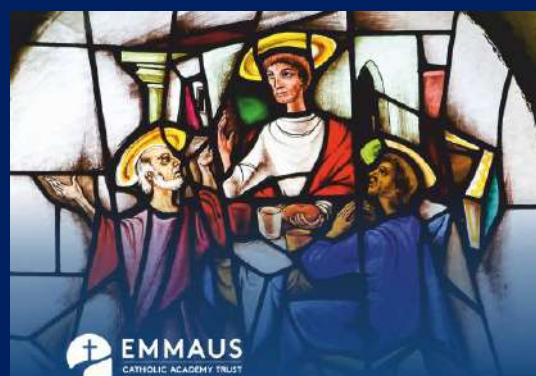
## The Emmaus Catholic Academy Trust Prayer

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.**





Holy Rosary RC Primary  
Fir Tree Avenue  
Fitton Hill  
Oldham  
OL82SR  
0161-624-3035

Thank you for your interest in joining Holy Rosary RC Primary School.

At Holy Rosary RC Primary, we are proud to be a warm, welcoming and fully inclusive Catholic school at the heart of our community, where every child is known, valued and encouraged to flourish. Rooted in Gospel values, we strive to create a nurturing environment built upon strong relationships, high expectations and a genuine commitment to ensuring that all children achieve their full potential both academically and personally. Our children are enthusiastic, caring and eager to learn, and our dedicated staff team work closely together to support the wellbeing, development and success of every child and family within our school community.

As part of the Emmaus Catholic Academy Trust, we benefit from a strong network of collaboration, professional support and development opportunities across our family of schools. Staff at Holy Rosary are encouraged to grow professionally through high-quality CPD, shared expertise and opportunities to work collaboratively with colleagues across the Trust. We are committed to developing leadership at all levels and supporting staff to continually develop their practice within a caring and supportive environment.

We are seeking to appoint a committed, compassionate and proactive Pupil and Family Support Co-ordinator who will play a key role in supporting the wellbeing, attendance, pastoral development and safeguarding of our children and families. The successful candidate will work closely with pupils, parents, staff and external agencies to help remove barriers to learning and ensure that children are supported both emotionally and socially to thrive within school. We are looking for someone who is approachable, nurturing and highly organised, with the ability to build strong relationships with families whilst maintaining high expectations and a child-centred approach.

In return, we can offer friendly and respectful pupils, supportive families, a welcoming and hardworking staff team, a strong commitment to staff wellbeing and the opportunity to make a real difference within a caring and inclusive school community.

The Governors at Holy Rosary RC Primary are looking to appoint an experienced and dedicated professional who will embrace the Catholic ethos of our school and contribute positively to the continued development of our pastoral and inclusion support across the school.

If you would like to visit the school before you apply, you will be very welcome. Please contact the school office on 0161 624 3035 to arrange a visit.

# Family and Pupil Support Co-ordinator



The Emmaus Catholic Academy Trust and local governing body of Holy Rosary RC Primary School are dedicated to providing an outstanding Catholic education to our children and pupils. We are seeking to appoint an enthusiastic and committed Family and Pupil Support Co-ordinator to join our friendly team.

Could this be you?

If it was you, you would:

- Be committed to uphold the Catholic ethos of our school
- co-ordinate pastoral support for children and families
- have high expectations of pupils' outcomes
- be self-motivated and able to work cooperatively as part of a team
- have a good understanding of all aspects of Safeguarding children and families ( KCSIE )
- have a good understanding of children who have social and emotional issues
- have a positive, calm and supportive nature
- be able to work well as part of a team
- be able to foster good relationships with parents

If so, we can offer you:

- friendly children who are keen to learn
- a welcoming and caring catholic ethos
- the opportunity to be part of a hard-working, supportive team
- the opportunity for career and professional development

**Position:** Pupil and Family Support Co-ordinator

**Contract/Hours of work:** 36.5 Hours per week. Term Time plus 5 days

Permanent. Starting 1st September 2026

**Salary:** Grade 6, Scale Point 23-27. £29,341 - £32,567 actual salary.

**Location:** Holy Rosary RC Primary School, Fir Tree Avenue, Fitton Hill, Oldham, OL82SR

**Line Management:** Headteacher

**Key contacts:**

**Mrs. T Cavanagh**, Headteacher

✉ [head@holyrosary.oldham.sch.uk](mailto:head@holyrosary.oldham.sch.uk)

☎ 0161-624-3035

**Mrs. E Derbyshire**, Business Manager

✉ [info@holyrosary.oldham.sch.uk](mailto:info@holyrosary.oldham.sch.uk)

# HOW TO APPLY



## SCHOOL DETAILS

*The school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.*

*This position is subject to an enhanced disclosure check and pre-employment check in line with safer recruitment guidelines.*

Applications need to be made using the CES application form, available from the **SCHOOL WEBSITE**

[www.holyrosary.oldham.sch.uk](http://www.holyrosary.oldham.sch.uk)

**Closing date:** Monday 8<sup>th</sup> June at 12pm

**We will be shortlisting on 18<sup>th</sup> June 2026 and successful candidates will be informed in due course.**

**Interviews will take place:** Friday 26<sup>th</sup> June 2026

Please return completed application forms and supporting documents to [head@holyrosary.oldham.sch.uk](mailto:head@holyrosary.oldham.sch.uk)

