



## INFORMATION FOR CANDIDATES

### HEAD OF THEOLOGY (RELIGIOUS STUDIES) (full time)

For September 2026

*This pack includes general information, a job description, a person specification, and an outline of the application process.*

#### The College

Blanchelande College in Guernsey, Channel Islands, is a Catholic, fully co-educational independent school offering a seamless education from nursery to sixth form. Nestled on a picturesque 40-acre rural estate, the college provides an exceptional all-round education that fosters academic excellence, personal growth, and strong character. Rooted in Catholic values but open to all, our inclusive community inspires pupils to achieve their best while building confidence, integrity, and a commitment to service.

Since 2016, the college has experienced rapid growth, marked by the opening of a sixth form in 2020 and a nursery in 2021. It now educates 450 pupils. Year groups follow a one-form structure from Pre-School and Reception to Year 3, expanding to two forms in Years 4, 5, and 6, and three forms in the senior school (Years 7–11). Class sizes are typically around twenty, while Sixth Form cohorts

are smaller, allowing for seminar-style A-Level teaching.

Although not academically selective, new pupils must pass an entrance assessment to ensure they can access our mainstream curriculum. Many of those admitted benefit from our superb learning support department, which nurtures students with minor to moderate additional learning needs.

GCSE results reflect excellent value-added across subject areas, with pass rates and the number of grades 7–9 well above island and English national averages.

Blanchelande's holistic approach nurtures the whole child, combining academic excellence with personal development and a deep connection to the natural world. The college's rural estate provides an inspiring setting for sport and outdoor learning, with facilities such as a nature trail, eco hut, and outdoor learning area fostering curiosity, well-being, and environmental awareness. Character formation is embedded through the Blanchelande Diploma and Hero's Journey, which develop leadership, resilience, and a sense of purpose. Inquiry-based learning enhances holistic development, with cross-curricular research projects fostering independence, curiosity, and a lifelong pursuit of knowledge.

The college also offers an extensive programme of extra-curricular activities before, during, and after the school day, with all academic staff expected to contribute at least one weekly session throughout the year.



## ISI

The most recent ISI inspection in April 2025 graded the college as meeting all the BSO standards. The College is also subject to inspection by the Roman Catholic Diocese of Portsmouth.

## History

Blanchelande was re-founded in 1992 by parents and members of the local community after the Sisters of Mercy withdrew their Order from Guernsey. The new school began in temporary accommodation and in its first five years grew from 40 pupils to almost 200. It has now more than doubled in size from its inception and in recent years, following the introduction of co-education, is experiencing a sustained period of strong growth.

In April 1999, the College moved to its current address at Les Vauxbelets (former site of the De La Salle boys' school) after an extensive refurbishment programme. Les Vauxbelets is a beautiful estate in a rural setting with large historical buildings. In November 2022, Blanchelande College Trust purchased Les Vauxbelets Estate from the De La Salle Brothers, which puts the College in a strong position for planning improvements and extensions to the buildings, as well as creating opportunities for imaginative use of the surrounding land to develop outdoor learning centres and other facilities.

Since 2017, a substantial number of upgrades have been made to facilities, including: the relocation of the Infant

department to renovated classrooms in the main school buildings; the conversion

of Victor House (formerly the Infant school) into an Arts Centre for music, drama and art; new Science laboratories; a new cricket pitch and resurfaced netball/ tennis courts; a new classroom block; a new Senior school library; new Sixth Form facilities, including a common room and seminar rooms; the conversion of The Pink Cottage into two Modern Language classrooms, and a new Design & Technology Studio and photography darkroom. Improvement in facilities is very much ongoing as the school continues to develop.

## Governance

Blanchelande is administered as a charitable trust and three trustees oversee the finances of the College. As a grant-maintained college, Blanchelande receives a degree of funding from the States of Guernsey.

The Board of Governors meets twice a term and is responsible for working with the principal in setting the strategic direction for the school, including approval of school policies, and for monitoring and evaluating the performance of the school. The Board operates sub-committees – such as for educational issues, ICT and property management – which also meet regularly.

The Trustees are responsible for the administration of the whole school site, including the financial administration of the College.



## Management and Leadership

The Senior Leadership consists of the Principal, Vice Principal and the Bursar.

This team is supported by the Senior Leadership Team (SLT) which meets weekly to collaborate on all aspects of college life. In addition to the Principal, Vice-Principal and Bursar, the SLT comprises: the Pastoral Manager (who is also the Designated Safeguarding Lead and Head of Careers); Heads of Phase (Head of Infants, Head of Juniors, Head of Lower Seniors, Head of Upper Seniors and Head of Sixth Form); and the Director of Studies.

## Head of Theology

We are seeking to appoint a committed and inspiring Head of Theology to lead a vibrant department and play a central role in shaping and promoting the Catholic life of the College. This role offers an exciting opportunity for a knowledgeable, reflective and dedicated teacher to deepen the theological formation of our students, fostering a genuine appreciation of faith, service and tradition across the College community.

## The Theology department

Theology at Blanchelande is a dynamic and intellectually enriching subject, encouraging students to explore the wisdom of the Judaeo-Christian tradition while fostering respect for diverse religious beliefs. As a core subject in line with the Bishops' Conference guidance, all students study Theology to GCSE, and it remains a popular choice at A-Level. The curriculum balances Catholic

teaching (three-quarters of senior school lessons) with the study of other world religions, equipping students with both deep theological understanding and interfaith awareness.

At GCSE level, we follow both the AQA Specification B Catholic Christianity, Judaism and Themes B and C syllabus. At A-level, we follow OCR Religious Studies. The department also delivers a weekly thought and culture course for sixth form students, fostering mature engagement with philosophical, social, and religious debate. The College has support of a Prayer and Liturgy Coordinator who supports the Catholic life of the school.

If you are passionate about shaping the future of our students, we warmly invite you to apply for the role.



## THE APPLICATION PROCESS

**Closing date for applications is 5pm Friday 30<sup>th</sup> January 2026**

Applications should be sent to:

Mrs Alexa Yeoman, Principal:

Email [recruitment@blanchelande.sch.gg](mailto:recruitment@blanchelande.sch.gg)

Applications for this post should consist of:

- A detailed letter of application stating how you believe you meet the criteria for this role.
- A completed application form.
- *Optional:* an up-to-date copy of your C.V.

We will assume that you are happy for us to take up references straight away, unless you state otherwise on your application form.

You may be asked for further information following shortlisting. You will be asked to provide proof of identity. Original qualification certificates may also be required at this stage (and certainly prior to confirmation of appointment).

After short listing, the selection process will then normally include:

- A tour of the College.
- An observed lesson.
- Interview, including Safeguarding, with a Governor, Principal and Head of Department or Director of Studies.

### The Contract

The position of Head of Theology is full time, and remuneration will be in line with the States of Guernsey Teachers pay scale and will reflect the qualifications and experience of the successful candidate. A housing licence will be available for this post.

All Blanchelande staff are admitted to the contributory Guernsey Civil Service Pension Scheme.

All staff are required to undergo a current police check, a medical declaration, provide proof of qualifications and identity and have (or be eligible for) a Guernsey residency permit.

Further information about Blanchelande College can also be obtained from our website, [www.blanchelande.co.uk](http://www.blanchelande.co.uk). Our prospectus can be downloaded from the homepage.

If you have any further questions or need any clarification, please contact the Principal's P.A., Mrs Tracy Feehan.

Tel 01481 237200 Email [feehant@blanchelande.sch.gg](mailto:feehant@blanchelande.sch.gg)



## PERSON SPECIFICATION

	<b>Essential</b>	<b>Desirable</b>
Qualifications	<ul style="list-style-type: none"><li>• A minimum of English and Maths at GCSE (grades A-C)</li><li>• Degree in a related subject</li><li>• Qualified Teacher Status</li></ul>	<ul style="list-style-type: none"><li>• Preparedness to undertake further training (e.g. the Catholic Certificate in Religious Studies)</li></ul>
Experience	<ul style="list-style-type: none"><li>• Previous experience of teaching Religious Education/Theology to GCSE or A-Level</li></ul>	<ul style="list-style-type: none"><li>• Previous experience of Head of Department</li></ul>
Knowledge and understanding	<ul style="list-style-type: none"><li>• Evidence of up-to-date knowledge and training relating to the subject</li><li>• Working understanding of the Religious Education Curriculum Directory or another catechetics framework</li></ul>	
Skills	<ul style="list-style-type: none"><li>• Excellent planning and organisational skills</li><li>• Effective listening skills</li><li>• Excellent written and verbal communication skills and the ability to correspond effectively with parents</li><li>• Motivation and commitment to driving up standards of achievement</li><li>• Ability to use a range of ICT to gain participation and encourage learning</li><li>• Insight into children's learning needs</li></ul>	
Personal qualities & characteristics	<ul style="list-style-type: none"><li>• The ability to work independently in a small department</li><li>• Able to relate well to children in and out of the classroom</li><li>• Reliable, punctual and well organised</li><li>• Approachable, enthusiastic, self-motivated and able to motivate others</li><li>• Practicing Catholic and supportive of the Catholic identity and mission of the College</li><li>• Commitment to own continuing professional development</li><li>• Build and maintain effective relationships with staff, students and parents</li><li>• Holding and promoting a positive attitude</li><li>• Promoting caring community ethos of the school and its teamwork approach</li><li>• An inspirational, committed and highly effective classroom practitioner, who is dedicated to achieving the best pupil outcomes</li><li>• Flexible with a 'can-do' approach</li></ul>	
Safeguarding and pastoral	<ul style="list-style-type: none"><li>• Committed to safeguarding and promoting the welfare of children and young people</li><li>• A satisfactory Enhanced Disclosure from the DBS</li></ul>	



## JOB DESCRIPTION - TEACHER

### MAIN PURPOSE OF THE JOB

Teaching at Blanchelande is a hugely stimulating and rewarding experience. All teachers are expected to participate fully both in the life of their academic department and the wider life of the School, and are encouraged to pursue their own professional development.

### RESPONSIBILITIES AND DUTIES:

#### 1. TEACHING

- (a) Planning and preparing appropriate course and lessons in accordance with departmental and school policy;
- (b) Teaching, according to their educational needs, the pupils assigned including the regular setting and prompt marking of pupils' work;
- (c) Promoting the progress and academic development of pupils, differentiating for ability where appropriate;
- (d) Assessing, recording and reporting on the development, progress and attainment of pupils according to the normal practice of the College;
- (e) Preparing pupils for and participating as appropriate in the College's arrangements for pupils taking public examinations.

#### 2. OTHER ACTIVITIES

- (a) Supporting the Catholic ethos and mission of Blanchelande College and participating in its religious life, as appropriate (eg facilitating prayers in form time, attending assemblies, ensuring good behaviour during services, etc.).
- (b) Any duties required as a result of accepting a position of Responsibility and the accompanying Responsibility Allowance;
- (c) Acting as a Form Tutor as required and fostering the general progress and well-being of individual pupils of any class or group of pupils assigned, implementing the programme set by the Phase Leader/ SLT;
- (d) Taking an interest in the personal and social needs of pupils, and communicating as appropriate with the relevant Form Tutor or Phase Leader;
- (e) Playing a full role in the wider life of the School, contributing actively to the extra-curricular programme (i.e. a weekly club or activity throughout the year);
- (f) Providing guidance and advice to pupils on educational and social matters and making relevant records and reports;
- (g) Making records of and reports on the personal and social needs of pupils;



- (h) Communicating and consulting with the parents of pupils as necessary and attending all parents' evenings and official functions;
- (i) Providing or contributing to oral and written assessments, reports and references relating to individual pupils or groups of pupils;
- (j) Supporting pupils as appropriate at major school events and in other activities, eg: plays, concerts, matches etc.
- (k) Accompanying students on school trips (including residential), as required (trips being inclusive of salary).
- (k) Monitoring and ordering books, supplies or other materials required for your subject or department.

### **3. REVIEW AND PROFESSIONAL DEVELOPMENT**

- (a) The College may review from time to time your methods of teaching and programmes of work and you will be required to participate in the Performance Management (Appraisal) process for teachers;
- (b) Attendance at INSET days is required as is attendance on assigned courses; the College will support and participate in arrangements for your further training and professional development as a teacher and professional.

### **4. CURRICULUM DEVELOPMENT**

- (a) Advising and co-operating with the Principal and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment.

### **5. DISCIPLINE AND WELLBEING**

- (a) Maintaining good order and promoting self-discipline among pupils and taking reasonable care for their safety and wellbeing, whilst in your charge whether they are engaged in school activities on or off the property;
- (b) Undertaking supervisory duties, as required;
- (c) Actively implementing the College's policies on rewards and sanctions.

### **6. STAFF MEETINGS**

- (a) Attending staff meetings which relate to the College curriculum or to the administration or organisation of the College, including pastoral arrangements. Such meetings shall normally be held at the College and be of reasonable duration, and attendance may be required at meetings held on a day when part-time staff may not be teaching.

### **7. ADMINISTRATION**



- (a) Where appropriate, taking responsibility of the maintenance of an accurate register of the pupil's attendance at the College;
- (b) Taking a reasonable share of the supervision of pupils on the school premises whether before, during or after school sessions;
- (c) Taking such part as may be required in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the School.
- (d) Participating, as required, in administrative tasks related to the curriculum, pastoral and organisational tasks of the School.
- (e) Attending assemblies, as required;
- (f) Exercising reasonable care for the classroom and other relevant teaching areas and all the equipment therein, which may include auditing and visually checking classroom equipment;
- (g) Contributing, where appropriate, to the professional development of other teachers;
- (h) Setting high personal and professional standards at all times.

## **FLEXIBILITY**

This job description reflects the main responsibilities of the post. However, the post holder should be willing to undertake any other reasonable duties as required by the Principal. The particular duties / responsibilities listed here may be reviewed from time to time at the request of the Principal or post holder as circumstances make necessary.

I hereby confirm acceptance of the above job description:

Signed:

Date:



## HEAD OF DEPARTMENT

### Responsibilities as Head of Department

The Head of Department has responsibility for the complete range of educational provision and outcomes within his/her subject area, the administration and development of the department, delegation within the department and oversight of all delegated responsibility.

The Head of Department is responsible for:

- choosing specifications and preparing schemes of work
- ensuring ensure academic coherence between key phases (Year 3 and above), for instance by liaising with and supporting, in a collegiate manner, the relevant post holders in those year groups or key stages
- preparation for student transition to Sixth Form (or other post-16 destinations), university and the workplace within the Guernsey context
- organising a framework of regular assessments for all year groups, monitoring results and ensuring effective and timely intervention
- effective management of department to ensure consistently excellent standards of teaching and learning, providing support through supervision, observation, feedback and other methods, as well as advice and support
- line management and administration of appraisals, as required
- promoting ICT as an effective learning tool throughout the department, and ensuring contingency planning for remote learning by integrating online learning platforms into normal practice, as appropriate
- ensuring colleagues within department complete reports promptly and to a high standard
- providing departmental induction for new colleagues, in conjunction with the overall induction process for new staff
- appraising members of the department
- ensuring departmental time during inset and regular, minuted departmental meetings
- liaising with other departments and seeking opportunities for collaboration and sharing best practice
- managing the departmental budget and effective allocation of resources
- liaising with the appropriate member of staff regarding timetabling
- liaising with the appropriate member of staff in matters relating to internal and external examinations
- organising any centre-assessed examinations and moderation as required by the examination boards
- liaising with and advising the Principal on recruitment of new staff within the department, and participating in the recruitment process, as required
- maintaining rooms, resources and associated areas within the department



- devising a programme of relevant, high-quality educational visits and running regular opportunities for academic enrichment (e.g. an academic society/club, participating in local and national competitions, etc.)
- writing and/or coordinating the writing of high-quality and detailed long, medium and (as needed) short-term academic planning, and ensuring all curriculum information in the public domain (i.e. website, handbooks) is up-to-date and accurate
- analysing academic data throughout the school and immediately following public examinations (including during holidays, as required)
- ensuring the department is up to date with paperwork for inspection including maintaining an up to date departmental handbook containing details of all departmental procedures and policies
- Ensuring that the department has due regard to the school's Catholic mission, identity and ethos

## **Additional Tasks**

The successful candidate will be expected to:

- attend and prepare for HOD meetings
- promote subject area within the College
- attend relevant courses in the interests of staff development
- be prepared to cover for staff absence
- invigilate public examinations as and when required

## **Additional Duties**

- offer extracurricular activities on a weekly basis
- assist with lunchtime supervision, as required
- attend staff meetings
- attend all relevant parents evenings
- attend all staff INSET training
- be a form tutor
- be present at important school events, e.g. open days, Mass, Carol Service and any other out of school social function, as required by the Principal

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