

JOB

OPPORTUNITY

School Chaplain

Educating to truth, goodness and beauty.

Terling Road, Dagenham

RM8 1JT

Headteacher Ms Clare Cattle

Email: office@allsaintsschool.co.uk

Tel: 020 8270 4242

Fax: 020 8595 4024

School Mission Statement

We are all one in Christ, our mission and our responsibility is to recognise all individuals in our community as part of the body of Christ and to value them accordingly in our treatment of them, thriving and progressing in a spirit of togetherness.

(1 Cor. 12-29)

Role	School Chaplain
Closing Date for Application	23.03.2026
Required For	May or sooner
Term	Permanent – Fixed term one year in the first instance.
Salary	Scale 4 Point 7

All applicants must complete a CES application form for this post.

School Information

All Saints Catholic School is an Outstanding Catholic comprehensive school situated in the London Borough of Barking and Dagenham and within the Diocese of Brentwood, with good transport links to central London.

All Saints Catholic School has over 1400 students from year 7 to 13. The school achieves excellent exam results, with a Progress 8 score of 0.72 (well above average). We have received an Educational Outcomes award for being in the top 12 percent of schools in the country for progress.

Our core values of Respect, Understanding, Affection and Humour underpin all aspects of our pastoral and academic daily routines. Our 2024 Ofsted judged us to be an Outstanding school, highlighting that “the school successfully encourages pupils to demonstrate its core values, which include respect and understanding others. In addition to this, pupils meet the school’s exceedingly high academic expectations and achieve very well”.

We have won a number of awards which reflect our inclusive approach to education, including being awarded the Rights Respecting Schools Gold Award and the Inclusion Quality Mark, this is indicative of our “One in Christ” motto that we apply every day to everyone that is a part of the school community.

Our learning is based on the transcendental values of truth, goodness and beauty. We encourage pupils to discover truth, develop a sense of goodness and appreciate beauty in the world around them.

Please watch our school videos available at: <http://allsaintsschool.co.uk/> to get a further insight into life at All Saints.

The Purpose and Job Description

THE OPPORTUNITY

To come and serve as a Chaplaincy Co-ordinator at All Saints Catholic School is to have the chance to make a real difference to how faith in Jesus Christ is perceived by young people in a successful school

This role can make a tremendous difference, as a dedicated Chaplaincy Co-ordinator provides a variety of opportunities in a Catholic context, strengthens links between school and parish, and offers spaces and places beyond the school R.E. lessons, Sacramental programmes and Mass for young people to discover, explore and deepen their faith.

JOB PURPOSE

To support young people aged 11 – 18 in All Saints in their development and understanding of a lived Catholic faith, through providing a wide range of opportunities for them locally; through working with school staff and interested adults within the parish; and through linking with the extensive opportunities provided by the Brentwood Catholic Youth Service.

Liturgies and Masses

Working with Heads of Year, local Priests and RE staff, the Chaplain will design a programme of liturgies and Masses to reflect the liturgical year and the particular journey of each year group. The Chaplain will be responsible for preparing the parts of the Mass, including music and any other input from staff and students. The Chaplain will also provide service sheets / multimedia presentations for the students to be able to follow the Mass / liturgy, as required.

Liaising with the caretaker and any other relevant staff members, the Chaplain is responsible for booking and setting up the spaces needed for Mass and liturgies.

Student involvement

The Chaplain will coordinate the Society of Saint Joseph, which is a student Chaplaincy group, drawn from all year groups. These students are to provide input into the liturgies and Masses, and to be formed as, readers, and servers for Mass. Members of this group will also act as a service team for Masses and liturgies to assist with IT and sound provision, etc. While recognising that All Saints students come from parishes other than Holy Family, where possible these students will also carry these roles into parish life.

The Chaplain will set up a student charity group, focussed on charity work – both service projects locally, and fundraising. This may be in the form of a Youth SVP group, CAFOD group, or similar. This may also run jointly with a similar parish based group.

Having assessed student needs, in discussion with students themselves and with other staff, the Chaplain will provide a weekly opportunity for prayer/reflection at lunchtime. The style and content of this will depend on the assessments made of what students will most engage with, and may well vary as time goes on.

Chaplaincy to staff

The Chaplain will be a point of contact for staff seeking resources to support prayer times with form groups, and with questions about matters of faith.

The Chaplain will be a point of contact for staff who have particular pupils that they feel would benefit from involvement in the activities run by the Chaplain. The Chaplain will arrange an annual Mass for staff, and an

annual retreat / INSET day. The shape and content of this day would be discussed with Senior Management at the school.

MAIN RESPONSIBILITIES

Retreat provision and the BCYS

The Chaplain will be responsible for arranging at least one day of retreat provision for pupils in each year group. This can be in house or out of house, with content and venues determined in discussion with school RE and pastoral staff.

The Chaplain will arrange a residential retreat for members of the student Chaplaincy and student Outreach teams each year.

The Chaplain will actively promote the opportunities offered by the Brentwood Catholic Youth Service and arrange transport to BCYS events as appropriate.

The Chaplain will follow school and LA guidelines for external activities in arranging any trips or events which take young people out of the school premises, and will follow school guidelines when booking any external speakers for in house retreat days.

Budget and Finance

The Chaplain will be responsible for ensuring money for retreats and events is collected and accounted for, so that these are not a cost to the school except by prior permission from the Senior Management Team.

Personal development

Joint with the Diocesan Education Service, the BCYS run a termly input day for school Chaplains. Attendance at this is part of the job, and this will also give links to other Chaplains for support and advice.

The BCYS also run an annual training and resources day. Attendance at this is also part of the job, so as to keep up to date with the best of what is available for parishes.

Other training needs would be identified by both the post-holder and the Management Team, in the ongoing meetings with the Management Team. The Management Team would be highly supportive of ongoing part time study to gain further professional qualifications.

The post holder will fulfil any other duties reasonably requested by the Management Team