



POST TITLE	FIXED-TERM SENIOR DEVELOPMENT OFFICER (CURRICULUM AND ACHIEVEMENT) JANUARY 2026-JANUARY 2027
DIRECTORATE	COMMUNITIES AND FAMILIES
SERVICE	SCHOOLS & LIFELONG LEARNING
RESPONSIBLE TO	HEAD TEACHER

POST: SENIOR DEVELOPMENT OFFICER
SCHOOL: St Thomas of Aquin's RC HIGH SCHOOL

Section 1: Background information

Headteacher: Christopher Santini
School Address: 12-20 Chalmer Street, Edinburgh
Tel: 0131 229 8734
Website: <https://www.st-thomas-of-aquins.org.uk>
E-mail: Admin@st-thomasaquins.edin.sch.uk
School Roll: 810
Staffing Structure: The Senior Leadership Team comprises the Headteacher, 2 Depute Heads, & a Business Manager. Total staffing complement is made up of **65** FTE Teaching Staff & approximately 20 FTE Support Staff. There are 10 Curriculum Leaders, 3 Pupil Support Leaders, 1 Curricular Leader of Wellbeing, and 1 Support for Learning Leader.

History and Description of the School:

St Thomas of Aquin's RC High School is a Catholic secondary school which serves the area of southeast Edinburgh. It draws most of its pupils from Holy Cross, St Mark's, St Mary's and St Peter's RC primary schools. The wide catchment area stretches from the Pentlands to Granton.

Accommodation and Facilities:

Situated on Chalmers Street in Edinburgh, the re-building of the school was completed in 2002 and has since been awarded the SCALA award for design in public buildings for 2003. The school includes a library; a learning & nurture hub, a secondary resource provision; an oratory; a chaplaincy base; a games hall; a dance studio; an art and design suite including an audio-visual room; two drama rooms; three music practice rooms; a recording studio; an assembly hall; a Senior Leadership Team (SLT) and Pupil Support suite; a support for learning area; 18 staff bases; a staffroom; a small and large flexi-base; and three interview rooms. The school grounds occupy a site on

Chalmers Street with a small playground, a monitored back gate entrance, a main entrance and a community entrance. The building is wheelchair accessible.

School Improvement Plan:

The school is committed to achieving excellence through continuous improvement based on routine critical self- evaluation. We focus on key Health and Wellbeing; Learning and Teaching; and Attainment and Achievement outcomes and will review our performance against the quality indicators and advice outlined in 'How good is our school 4' (HMIe: 03/07), working collegially as a learning community, in order to maximize success for all our learners. In line with CEC and National Priorities, the school improvement plan for 2025/26 will focus on:

- Improvement in children and young people's attainment/achievement, particularly in literacy and numeracy.
- Closing the attainment gap between the most and least disadvantaged children and young people.
- Improvement in children and young people's health and wellbeing.
- Improvement in employability skills and sustained, positive school leaver destinations for all young people.

Section 2: Job Outline:

- Lead on the tracking and monitoring, to raise attainment, of targeted S1-S6 pupils: including SIMD 1+2, FME, EAL, Care Experienced, and Young Carers.
- Attend CEC Curriculum and Attainment meetings and feedback to HT, SLT, LT, All staff.
- Using the CEC Data Hub systems create bespoke BGE and SP data analysis for SLT, LDS, and Faculties
- Ensure all Faculties are celebrating pupil achievement via Faculty Achievement Boards (Twice yearly moving to every term)
- Lead on implementing a system to capture and celebrate S1-S6 pupil achievement (at least twice a year) at St Thomas of Aquin's which also includes the planning and organising of termly achievement assemblies and annual BGE and SP award ceremonies.
- Strategic lead on ensuring pupils on flexible TTs, internal and external exclusions have up to date online learner opportunities.
- Plan and implement the yearly lunchtime and afterschool clubs' system with colleagues; communicate this via pupil Assemblies, Key Adult classes, parent emails, and the school website.
- Strategically lead on Pupil Parliament to support pupil voice making key decision-making in the school
- Strategic lead on planning and implementation of Key Adult classes with a focus on uniform checks, absence anomalies, and Key Adult BGE pupil learner conversations after each tracking report.
- Lead and manage key systems in the school; SLT morning duty (pre-8.40), out of class time, Pathway 4 on call, cover requirements if Business Manager is out of school, Central Detention SLT rota, and Leadership Lunchtime Duty Rota.

St Thomas of Aquin's is committed to improving our teaching and learning approaches to raise attainment. Pupil voice underpins our ethos, and we are committed to self-evaluation in order to make sustained improvements across the school.

A bank of strategies supports the successful integration of pupils with a wide range of needs and abilities in the school and across the curriculum. High priority is set by all staff on pastoral care and on ensuring pupils' welfare.

Section 3: Any special requirements:

The SDO will have relevant experience as a teacher and demonstrate the highest level of professionalism in the classroom as well as having experience at middle management. A sound knowledge of current national curricular developments is essential. The successful candidate should be up to date with recent educational developments and demonstrate the ability to implement and evaluate practice.

The SDO must demonstrate an ability to work effectively within a team and organise the workload to meet deadlines. The successful candidate should demonstrate leadership experience, good communication skills and a commitment to raise attainment.

The SDO should demonstrate the ability to form very good relationships with pupils, parents, staff and the wider community and be committed to professional development.

Section 4: Additional Information:

The City of Edinburgh Council is an equal opportunities employer and will prevent discrimination, particularly on the grounds of sex, marital status, race, colour, religious belief, political belief, sexuality, nationality, ethnic origin, age, trade union activity, responsibility for dependents or employment status.

Note: Candidates are required to be registered, or eligible to be registered with, the General Teaching Council for Scotland (GTCS).