

Atkinson House School

North Terrace

Seghill

Cramlington

Northumberland

NE23 7EB

Tel: 0191 2980838

Email: [admin@atkinson.house](mailto:admin@atkinson.house)

[www.atkinsonhouse.northumberland.sch.uk](http://www.atkinsonhouse.northumberland.sch.uk)

Dear Sir/Madam

**Teacher of English**

Many thanks for expressing an interest in the above. The post is permanent to commence fromMonday 3rd September 2018.

Atkinson House caters for a very diverse group of students, but the main barrier to learning is Social, Emotional and Mental Health difficulties. We are looking for a candidate who is able to contend with the demands of, at times extremely challenging behaviour, and deliver high quality teaching in order to ensure ongoing academic and social progress is being achieved. The staff team are extremely supportive of each other, particularly in relation to behaviour management, and this is a major requirement of any prospective candidate.

At times, days here can indeed be extremely demanding, but the reward is trying to make a difference to the lives of every pupil, many of whom come from very challenging backgrounds. The Teacher of English is a critical position in the school development, and we are looking for an extremely high quality candidate to take the subject forward and improve on our current outcomes and achievements.

Atkinson House was inspected by Ofsted in March 2015 and judged to be *good* in all areas and with the capacity to improve further. This is an exciting time to join the school as we look forward to continued improvement and success in the future.

Please find enclosed:

* the job description
* the person specification
* an application form
* Criminal Records Declaration Form
* Equality and Diversity in Employment Policy

If you wish to apply for the post, you should return the following two documents:

**Application Form**

Please complete all parts of the application form as fully as possible.

**Criminal Records Declaration Form**

This form explains that a satisfactory Enhanced Certificate of Disclosure of Criminal Convictions is an essential requirement for this post. You must complete either Box A or Box B. If you need to complete Box B you must disclose all unspent convictions, cautions, reprimands and warnings. Please note that any convictions, cautions, reprimands or and warnings in relation to sexual offending, violent offending and/or safeguarding cannot be considered to be “spent” and therefore should be disclosed.

It is important that the school has information about whether or not you have any convictions so that this can be discussed with you at interview. Failure to return the Criminal Records Declaration Form before interview (and, in the case of the successful candidate, failure to subsequently obtain a satisfactory Enhanced Certificate of Disclosure from the Disclosure and Barring Service) will unfortunately disqualify you from further consideration for this post.

Please note that disclosing criminal convictions will not necessarily prevent you being appointed. This information will be considered in light of its relevance to the post, as set out in the Criminal Records Code of Practice for Staff and Volunteers.

All applicants are required to complete Box C. This information is necessary to facilitate the appointment process if you are successful in your application for this post.

These forms should be returned to Mrs D Emmerson, Business Manager, at the above address or alternatively by email to [admin@atkinson.house](mailto:admin@atkinson.house) by **midday** on **Friday 22nd June** **2018**.

Thank you for registering an interest in our vacancy, and if you choose to go ahead with an application, I look forward to the possibility of meeting you in the near future.

Yours faithfully

Phil Forster

Phil Forster

Acting Head Teacher