



School Motto:
**"Let Your Light
Shine"**

Cragside Church of England Primary School

Westloch Road
Cramlington
Northumberland
NE23 6LW

☎ 01670 714200

✉ admin@cragside.northumberland.sch.uk

💻 www.cragside.northumberland.sch.uk

Headteacher: Mr Paul W Rusby
Deputy Headteacher: Mrs Joanne Parker
Assistant Headteacher: Mrs Caroline Bilton



May 2019

Dear Colleague,

Teacher - September 2019

Thank you for your interest in the teaching post at Cragside Church of England Primary School. Cragside is a very forward thinking and positive school to work in. We are blessed to have excellent facilities and a friendly and supportive staff team. Our school is situated in Cramlington (Northumberland) and is easily accessible from major roads leading North and South.

We are part of the Cramlington Partnership of schools and work closely with local Primary and Secondary Schools.

Applications are welcome for the advertised teaching post for September 2019. It would be helpful if you stated your preference of Key Stage in your letter of application. We are keen to match the post to the strengths and passion of the successful candidate. The post is initially advertised for one year but with the chance of becoming permanent in the future.

The post is open to either experienced or newly qualified teachers. For recently qualified or newly qualified teachers we have a comprehensive support and coaching programme. For more experienced teachers there is the opportunity to lead a curriculum area. We are keen to appoint extremely positive and enthusiastic teachers who can motivate, inspire and encourage our children and add another exciting element to our wonderful staff team. There are two classes in each year group which allows collaborative planning and sharing of ideas.

An opportunity to visit the school is available on **Monday 3rd June at 4.15pm**. If this date is inconvenient, please contact school to rearrange an alternative. **This is not part of the selection process.** Please would you email school if you would like to visit the school on Monday 3rd June. Our email is: admin@cragside.northumberland.sch.uk

We are blessed with excellent facilities including very modern c-touch interactive boards in each classroom, ipads, extensive playing fields, our own wooded area for forest school, allotments, large outdoor learning space and light and airy classrooms. We aim to have the best facilities to support our teachers and support team in the delivery of exciting and motivational learning.

The application process is as follows:

- Completion of letter of application and application form -12noon on Wednesday 5th June 2019
- We will let shortlisted applicants know by Thursday 6th June 2019
- Classroom observation/Interviews-week commencing Monday 10th June 2019

Please return applications by 12noon on **Wednesday 5th June 2019**. Letters of application and completed application forms can be submitted either via email to admin@cragside.northumberland.sch.uk with the title **APPLICATION FORM (Followed by your name)** in the subject line. Alternatively, application forms can be handed, or posted, into the main school office.

In your letter of application, please explain how your teaching experiences, skills and personal characteristics would enable you to meet the needs of the post you are applying for. Please tell us about your particular interests and strengths that you feel would be beneficial to our school.

Your letter should be no more than 2 sides of A4 paper (Aerial font size 11).

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

- Application Form
- Letter of Application
- Signed DBS Form

A satisfactory Enhanced Certificate of Disclosure of Criminal Convictions is an essential requirement for this post. You must disclose all previous convictions, cautions or bind overs; none of these may be considered "spent".

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 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.

I look forward to receiving your application by **12noon on Wednesday 5th June 2019**. Please do not hesitate to contact me if you require any more details.

Yours sincerely,

PWRusby

Paul Rusby
Headteacher