Moorside Primary School Beaconsfield Street Newcastle upon Tyne NE4 5AW

Telephone: 0191 272 0239

Email: <u>admin@moorside.newcastle.sch.uk</u>
Website: <u>www.moorside.newcastle.sch.uk</u>

Head Teacher: L Hall

Email: linda.hall@moorside.newcastle.sch.uk

June 2020

Dear Applicant,

Application pack for the post of Primary Class Teacher at Moorside Primary School

Thank you for your interest in the above vacancy.

On behalf of the Governing Body, I would like to thank you for your interest in considering applying for the post of Class Teacher at Moorside Primary School. We are located in the West End of Newcastle and in November 2018 we joined the West Schools' Trust (WEST). Our Trust is a charitable company, consisting of eight primary schools who work together to improve the outcomes of all our pupils.

Moorside

Primary School

We work in an area of high mobility, with diverse communities and cultures. We are looking for staff that can add enthusiasm, experience and quality teaching to our current team. We welcome all applications and are committed to equal opportunities.

Please find enclosed:

- the job advert
- the job description
- the person specification
- an application form

May I take this opportunity to remind you that you need to complete all parts of the application form.

If you are successful in being offered an interview you will be required to complete a safe recruitment form and the childcare disqualification form. You will also be required to provide additional documentation with regard to your entitlement to work in the UK, proof of identity and proof of the appropriate qualifications.

Any subsequent offers of employment will be subject to a Disclosure & Barring Service certificate which is an essential requirement for this post. Failure to provide the necessary documentation or subsequently apply for a DBS will disqualify you from further consideration for employment.

Please note that disclosing criminal convictions will not necessarily disqualify you from appointment; this information will be considered in light of its relevance to the post, in line with the Authority's 'Code of Practice on the Disclosure of Criminal Convictions in Schools'.

All the information must be returned to Moorside Primary School at the address above.

The closing date for all completed applications is Thursday 10th September 2020 at 10 am. It is anticipated that Interviews will take place during week commencing 21st September 2020.

In light of COVID 19 school visits are not encouraged at this time, but please contact the school for the most up to-date advice in relation to this. If you have any questions we will be delighted to hear from you, please contact the school office on 0191 272 0239 or email admin@moorside.newcastle.sch.uk.

Yours sincerely,

P Piddington Chair of Governors Moorside Primary School

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