



Moorside Primary School
Beaconsfield Street
Newcastle upon Tyne
NE4 5AW

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Website: www.moorside.newcastle.sch.uk

Head Teacher: L Hall

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

15th November 2023

Dear Candidate,

Support Assistant Level 2 Vacancy Full time Fixed Term at Moorside Primary School

Thank you for expressing an interest in our school. We hope that the information provided in this Candidates' Pack will help you to decide whether or not you feel that Moorside Primary could be the right school for you.

You can find out a lot more about us on our website at www.moorside.newcastle.sch.uk and, if you are unfamiliar with Newcastle and its surrounding areas, there is plenty of information on the Newcastle City website at www.newcastle.gov.uk.

A visit to the school can be arranged or, alternatively, telephone appointments can be made which would give you an opportunity to resolve any queries you might have. If you want to pursue either of these options, please contact the Head Teacher, Mrs L. Hall by email: linda.hall@moorside.newcastle.sch.uk or by telephone (0191 272 0239).

If you decide to proceed, you must complete all of the documentation requested and ensure it is submitted by 10.00 am on Thursday 7th December 2023. Shortlisted candidates will be invited to the next stage of the selection process and will receive advance information concerning the format of the stages of the selection process. References will be taken up at the shortlisting stage and interviews will take place week beginning 11th December 2023.

All offers of employment are made subject to satisfactory references and safer recruitment form together with DBS clearance and confirmation of eligibility to work in the UK.

The successful candidate will be subject to an enhanced DBS clearance procedure. 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".

We hope that you will find the enclosed information helpful and we look forward to receiving your application should you decide to proceed.

Yours sincerely,

Pauline Piddington
(Chair of Governors)