

Information for Applicants



Thank you for your interest in Throckley Primary School.

Please send any correspondence about these posts to the following email address:
recruitment@throckleyprim.newcastle.sch.uk.

If you would like to attend one of these visits, please email the recruitment address with your preferred time.

- Wednesday 20th March 2024, 3.30pm – 4.15pm (virtual visit)
- Wednesday 20th March 2024, 4.30pm – 5.30pm (in person visit)
- Monday 25th March 2024 4.00pm – 5.00pm (in person visit)

Please note: We do not accept applications by email. All applications must be received via the electronic application on the DfE Teaching Vacancies website, or use the Word version of the application which is available from the school website and submit it via the Schools Northeast jobs portal, or by post or by hand delivery.

Closing Date: Thursday, 18th April 2024, at 9.30am

Shortlisting: Friday, 19th April 2024 (shortlisted candidates will be informed on this date)

Observations and tasks: Wednesday 24th April 2024

Interviews: Friday, 26th April 2024

Successful applicants will be employed by ONE Academy Trust to work in Throckley Primary and any other location, which may reasonably be required by the Board of Trustees for the proper performance and exercise of your duties.

This school is strongly committed to safeguarding and promoting the welfare of children and young people. The successful applicant will be required to obtain an Enhanced Certificate of Disclosure from the DBS and a range of other recruitment checks. In addition, for shortlisted candidates, the school will be carrying out an online search as part of our due diligence process. Please see the copy of our Safer Recruitment Policy and the copy of our Safeguarding and Child Protection Policy which are included with the application pack on our website.

If you have any questions about the post, please email the Business Manager, Mrs Lee Comstock, using the Recruitment email address.