



Diocese of Portsmouth

# St Patrick's Catholic Primary School



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Woolston  
Southampton  
SO19 2JE

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info@st-patricks.southampton.sch.uk

Headteacher: Mr Michael Lobo

June 2023

Dear Applicant

**CLASS TEACHER OR PPA COVER TEACHER (KS1 or KS2)  
Fixed Term Post for 1 year from September 2023**

Thank you for your request for an application form for the above post. Due to the nature of this post, please outline in your supporting statement any subject specialisms/ knowledge you may have.

Please find enclosed:-

- Advert
- Job Description
- Person Specification

Completed application forms may be posted or delivered by hand to the above address or via email to [sbm@st-patricks.southampton.sch.uk](mailto:sbm@st-patricks.southampton.sch.uk) **Applications will be considered on receipt.**

## COMPLETING THE APPLICATION FORM

The CES (Catholic Education Service) Teacher Application form must be used and can be downloaded from the school website:

<http://www.spcps.co.uk/vacancies>

As well as this, please download and complete the Recruitment Monitoring Form and the Rehabilitation of Offenders Act 1974 Disclosure Form from the same link.

Your application will be judged against the Job Description and Person Specification for the post.

Please make sure that you:-

- Refer to each point of the Person Specification (essential requirements of the post);
- Give details of your experience in each area listed; include relevant details of current and previous jobs;
- Remember - experience gained outside paid employment may be just as important - for example, voluntary work.

Should you require further assistance regarding your application, or would like to arrange a visit to the school, please contact Mrs Clare Lindfield, Business Manager on 023 8235 5187 or by email on

[sbm@st-patricks.southampton.sch.uk](mailto:sbm@st-patricks.southampton.sch.uk)

Yours sincerely

Michael Lobo  
Headteacher