

MOORDOWN ST. JOHN'S CHURCH OF ENGLAND PRIMARY SCHOOL

A Christian community where commitment to educational excellence changes lives



March/April 2024

Headteacher:
Mr P Ruffle

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Dear Applicant

Class Teachers with effect from 1 September 2024

Thank you for your interest in the Class Teacher vacancies at this school.

Please find enclosed the Job Description, Person Specification and Application Form in respect of the posts. Also enclosed are the following documents, which I hope you will find of interest:

- Privacy Notice for Job Applicants
- Safeguarding/Child Protection (including Safer Recruitment) policy
- Equality policy
- Policy on the employment of ex-offenders

You are also encouraged to read Keeping Children Safe in Education, Part 1, which is available from the Key Information – Safeguarding section of our school website.

Tours of the school will be held on:

- Wednesday 17 April at 4.00pm
- Thursday 18 April at 9.00am
- Tuesday 23 April at 1.30pm
- Thursday 25 April at 4.30pm

Places are limited so please contact the school to book your place.

Both permanent and fixed term vacancies are available; fixed term posts will be until 31 August 2025 in the first instance.

The closing date is 23.30 on Sunday 28 March 2024 with interviews scheduled for Tuesday 7 and Wednesday 8 May 2024.

Once again, thank you for your interest ~ I look forward to hearing from you.

In the meantime, please familiarise yourself with our additional recruitment information shown overleaf.

Yours faithfully



Headteacher

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Please turn over for further recruitment information



Further Recruitment Information

This School values the diversity of our workforce and welcomes applications from all sectors of the community.

This role is UK based and your Right to Work will need to be established as part of the appointment process.

This School is committed to safeguarding, preventing radicalisation and promoting the welfare of children and expects all staff to share this commitment. If successful, you will be required to undergo vigorous pre-employment checks including Enhanced DBS clearance in line with the Government's safer recruitment guidelines.

The School will conduct online searches of shortlisted candidates. This check will be part of a safeguarding check, and the search will purely be based on whether an individual is suitable to work with children. All aspects of social media and internet searches will be conducted. As care must be taken to avoid unconscious bias and any risk of discrimination, a person who will not be on the appointment panel will conduct the searches and will only share information if and when findings are relevant and of concern.

This post is exempt from the Rehabilitation of Offenders Act (ROA) 1974. The amendments to the ROA 1974 (Exceptions Order 1975, (2013 and 2020)) provide that when applying for certain jobs and activities, certain spent convictions and cautions are 'protected', so they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. The MOJ's guidance on the Rehabilitation of Offenders Act 1974 and the Exceptions Order 1975, provides information about which convictions must be declared during job applications and related exceptions and further information about filtering offences can be found in the DBS filtering guide.