

**Vacancy Information Pack**

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| **School Name:** | Cardinham School |
| **Job Title:** | EYFS Class Teacher |

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| **Information Pack Contents** |  |
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| Letter from Chair of Board of Trustees | [www.tpacademytrust.org/application-packs/](http://www.tpacademytrust.org/application-packs/) |
| Application Form | [www.tpacademytrust.org/application-packs/](http://www.tpacademytrust.org/application-packs/) |
| Equality and Diversity Monitoring Form | [www.tpacademytrust.org/application-packs/](http://www.tpacademytrust.org/application-packs/) |



**Cardinham School**

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| **Job Title:** | EYFS Class Teacher |
| **Pay Point / Pay Range:** | M1 – M6 (Dependent on Experience) |
| **Full Time Equivalent Annual Salary:** | M1 – M6 (Dependent on Experience) |
| **Actual Annual Salary for this Role:** | M1 – M6 (Dependent on Experience) |
| **Contract Type:** | Permanent. |
| **Hours Per Week / Weeks Per Year** | FTE 1.0 (full time) |
| **Closing Date:** | 12 noon on Monday 16th May |
| **Proposed Shortlisting Date:** | Monday 16th May 2022 |
| **Proposed Interview Date:** | Tuesday 24th May 2022 |

Cardinham School are looking to appoint an experienced, talented, enthusiastic and committed EYFS teacher.

An exciting opportunity has arisen for an EYFS teacher at Cardinham Primary School to join our hard-working, passionate and friendly team who want to give the children the very best learning experience that they can. The successful applicant will be the teacher within our Early Years setting class which caters for Nursery and Reception children aged between 3 and 5.

The post will begin on 1 September 2022.

The successful applicant must:

* have a track record of excellence in their classroom practice;
* have ambition, drive and a passion for learning both indoors and outdoors;
* deliver creative and exciting EYFS provision within their own classroom and across the setting, developing the children’s love of learning;
* promote and lead high expectations of learning, achievement and behaviour through positive classroom management;
* work exceptionally well as both part of a team and as team leader, communicating effectively with staff, children and parents.

Applications are welcomed from great teachers who are passionate about quality Early Years education. In your application you need to state your particular strengths in this field, and how you may bring these to benefit our pupils, school and wider community. When writing your application please refer to the essential and desirable criteria detailed in the job specifications.

We strongly encourage a visit to our school. Please telephone the school office in advance on 01208 821 326 or email our secretary at [**secretary@cardinham.cornwall.sch.uk**](mailto:secretary@cardinham.cornwall.sch.uk) to arrange to visit.

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| To find out more about Cardinham School, please visit: | [Cardinham School – Grow your mind; aim high](https://cardinhamschool.co.uk/) |
| To discuss this position please contact: | Mr D Jones, Headteacher  01208 821 326  [head@cardinham.cornwall.sch.uk](mailto:head@cardinham.cornwall.sch.uk) |
| Application packs can be downloaded from: | [Cardinham School – Grow your mind; aim high](https://cardinhamschool.co.uk/) |
| Please email your completed application form, equality & diversity monitoring form and safeguarding from by the closing date to: | [secretary@cardinham.cornwall.sch.uk](mailto:secretary@cardinham.cornwall.sch.uk) |

Please note that successful candidates will be informed via email.

*Truro and Penwith Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all of our staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening and pre-employment checks, including enhanced DBS clearance and full reference checks with previous employers.*

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| **School Information for Applicants** | |
| **School Address:** | Cardinham School, Cardinham, Bodmin, Cornwall, PL30 4BN |
| **School Telephone Number:** | 01208 821 326 |
| **School Email Address:** | secretary@cardinham.cornwall.sch.uk |
| **Name of Head of School:** | Mr D Jones |
| **Website Address:** | www.cardinhamschool.co.uk |

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| **Welcome to Our School** |

At Cardinham Primary School, we encourage children to ‘Grow your mind; aim high’. Set in the centre of Cornwall, our small school caters for the children of the village of Cardinham, outlying farms and hamlets and children from larger towns who can benefit from the friendly, caring, nurturing and family atmosphere of which we are proud.

We pride ourselves on our involvement in the community.  The Parish Hall is used on a regular basis for our annual summer performance and Key Stage 1 nativity.  The Church is used for Harvest festival and Christmas concerts. The beautiful Cardinham Woods are within safe walking distance from our school and we aim to utilise the outdoors at every given opportunity. Our behaviour management is based on emphasising the positive and drawing attention to what children are doing well, not on criticising their faults.  We follow the message, ***‘treat children as they might become, not as they are’***.

We welcome visitors as this is the best way to see our lovely school.

Mr David Jones – Headteacher

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| **General Background** |
| At Cardinham School we have the motto “Grow your mind; aim high”.  Our curriculum is designed to inspire enthusiasm so pupils are motivated to acquire a range of knowledge and become the best they can be. Our approach enables our children to make meaningful links with their learning.  Cardinham is a rural school with excellent access to the countryside. We celebrate this uniqueness by ensuring children have regular opportunities to utilise the outdoors in their learning. We have a strong sense of community cohesion and celebrate this by enabling children to become involved in the community, through celebration of local traditions and enabling them to take an active part in events throughout the year.  Our school rules (care for everyone and everything, show good manners at all times, follow instructions with thought and care) are deeply embedded in everything we do which ensures pupils develop a respect for themselves, others and the natural environment.  At Cardinham School we broaden our pupils’ understanding of diversity by teaching about different cultures and communities. We teach pupils how to look after themselves physically, socially and emotionally and provide them first hand learning experiences that allow children to develop interpersonal skills and build resilience.  Children leave Cardinham Primary School with a sense of belonging and are proud that they have developed the confidence and skills needed to be learners for life. |

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| **Class Organisation** |
| From September 2022, we will be moving to a four class structure:   * Nursery & Reception * Year 1 & Year 2 * Year 3 & Year 4 * Year 5 & Year 6   Our Nursery & Reception class is based at our breath taking Woodside setting. We strongly recommend visiting the school to observe for yourself the remarkable environment that the nursery and reception children will learn in. |

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| **Staff Organisation** |
| For more details about our staff organisation, please see our website www.cardinhamschool.co.uk |

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| **Our Curriculum** |
| At Cardinham School we have the motto “Grow your mind; aim high”. Our curriculum is designed to inspire enthusiasm so pupils are motivated to acquire a range of knowledge and become the best they can be. Our approach enables our children to make meaningful links with their learning. Cardinham is a rural school with excellent access to the countryside. We celebrate this uniqueness by ensuring children have regular opportunities to utilise the outdoors in their learning. We have a strong sense of community cohesion and celebrate this by enabling children to become involved in the community, through celebration of local traditions and enabling them to take an active part in events throughout the year. Our school rules (care for everyone and everything, show good manners at all times, follow instructions with thought and care) are deeply embedded in everything we do which ensures pupils develop a respect for themselves, others and the natural environment. At Cardinham School we broaden our pupils’ understanding of diversity by teaching about different cultures and communities. We teach pupils how to look after themselves physically, socially and emotionally and provide them first hand learning experiences that allow children to develop interpersonal skills and build resilience. Children leave Cardinham Primary School with a sense of belonging and are proud that they have developed the confidence and skills needed to be learners for life.  **Early Years Foundation Stage**  Children in our youngest classes are immersed in the prime areas of learning in a safe and stimulating environment. We consider the individual needs, interests, and stage of development of each child in our care, and use this information to plan a challenging and enjoyable experience for each child in all of the areas of learning and development.  We aim to create experiences which encourage children to think creatively and explore the world as they see it. We recognise the importance of play-based learning as well as the benefits that being outside can bring. |

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| **Safeguarding** |
| TPAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers and volunteers to share this commitment.  Shortlisted candidates will be required to complete a Safeguarding Self-Declaration Form as part of their application. Successful candidates will be required to complete a Disclosure and Barring Service (DBS) application and Health Assessment form as part of their pre-employment administration. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provide that when applying for certain jobs and activities, certain convictions and cautions are considered ‘protected’. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. |

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| **Application Information** |
| We hope that you find this pack provides all of the information you need in order to consider your application for the post. Should you have any questions or matters you would like to discuss informally, or to arrange a visit, please contact:   |  |  | | --- | --- | | Contact Name: | Mr D Jones | | Contact Email Address: | head@cardinham.cornwall.sch.uk | | Contact Telephone Number: | 01208 821 326 |   Please note that CVs will not be accepted.  Application packs can be downloaded from www.cardinhamschool.co.uk   |  |  | | --- | --- | | Closing Date: | 12 noon on Monday 16th May 2022 |   Completed applications must be returned to [secretary@cardinham.cornwall.sch.uk](mailto:secretary@cardinham.cornwall.sch.uk) and must be received by 12 midday on the closing date provided.   |  |  | | --- | --- | | Interview Date(s): | Tuesday 24th May 2022 |   To ensure the fairness of the selection process, shortlisting will be based upon information which you provide in your application, and assumptions will not be made about your experience or skills. We will look for demonstrable evidence that you meet the criteria set out in the person specification.  If we have not contacted you within 7 days of the closing date, it is unlikely that you have been shortlisted on this occasion. Many thanks for your interest in this post. |