



Dear Applicant,

Thank you for expressing interest in the Foundation Stage (Reception) Class teacher **(Maternity cover - Full Time / Temporary Open Ended Contract for the 2021 – 22 Academic Year)**.

The application form, job description and person specification can be downloaded from the school website for your information. These documents will form the content structure of the shortlisting and interview process.

Should you wish to apply for the post, we ask that you download and **fully** complete the online application form by hand. Covering letter / supporting statements should be word processed. Alternatively, you may submit applications electronically to admin@st-patricks.wilts.sch.uk.

If you are successful in your application and are called to interview, you will be required to supply the following documentation –

- DBS / CRB enhanced certificate.
- A minimum of two forms of evidence of identity – (eg. driver's licence, passport, birth certificate, national Insurance card) – one of which must have an up to date photo identity
- Evidence of UK residence or permission to work in the UK
- Evidence of Education Qualifications (school and graduate level)
- Teacher Reference Number

Please return the application form to the school office by **12.00 noon on Thursday 20th May 2021.**

The school has arranged for interviews to take place on **Wednesday 26th May 2021.**

The Governing Body and the Diocese are committed to safeguarding and promoting the welfare of children and young people and the Headteacher must ensure that the highest priority is given to following the guidance and regulations to safeguard them. The successful candidate will be required to undergo an enhanced check for Regulated Activity from the Disclosure and Barring Service (DBS).

Should you be successful in your application for this post, your appointment can not be progressed without this declaration and the receipt of satisfactory references.

Yours faithfully,

R. E. McLoughlin

Executive Headteacher

