



**St Thomas More Catholic Primary,  
A Voluntary Academy.**  
Creswick Lane, Grenoside, Sheffield, S35 8NN  
Tel: (0114) 246 8020  
Email: [enquiries@st-thomasmore.sheffield.sch.uk](mailto:enquiries@st-thomasmore.sheffield.sch.uk)  
Web: [www.st-thomasmoresheffield.co.uk](http://www.st-thomasmoresheffield.co.uk).



Head Teacher: Mrs D Faley

February 2023

Dear Applicant

**Re: Vacancy for a Full time EYFS Teacher + TLR3, for 1 year, starting 1 September 2023.**

Thank you for your interest in the post. The application pack, includes

- Teacher Job Description
- Personal Specification
- CES Application form & supplementary documents

You can find out more about our school by visiting our website [www.st-thomasmoresheffield.co.uk](http://www.st-thomasmoresheffield.co.uk) and information about the Sheffield Local Authority is available on their website at [www.sheffield.gov.uk](http://www.sheffield.gov.uk).

**Recruitment Timescale:** The closing date for applications is Monday 6 March 2023 at 12 midnight. Applications and supporting documentation can be emailed to [s.proverbs@st-thomasmore.sheffield.sch.uk](mailto:s.proverbs@st-thomasmore.sheffield.sch.uk) or hard copies returned to the school address. Interviews will take place on Tuesday 14 March 2023. If you have been shortlisted for interview, we will let you know by Friday 10 March 2023.

**Job Description and Personal Specification:** When completing your application form, please make sure that you refer to relevant experience and knowledge; applicants who do not meet the essential criteria will not be invited for interview.

**References :** We need to receive references before the date of interview. Please make sure that you provide full details of how to contact your referees, including email address and telephone number.

**Anomalies:** As part of the interview process, any anomalies on the application form will be explored, along with your suitability for working with children. This is in line with the recommendations of Safeguarding Children: Safer Recruitment and Selection in Educational Settings, DfES 1568-2005, July 2005. I look forward to receiving your completed application; if you have any questions about the process, please do not hesitate to contact me.

Yours sincerely

Donna L Faley  
Head teacher



St Thomas More Catholic Primary A Voluntary Academy has been awarded Basic Skills Agency Quality Mark for standards. The National Healthy Schools status Silver KS1 Sportsmark award Primary Science Quality Mark Silver Award