



Eaglesfield Paddle CE Primary Academy School Information

Appointment of a Permanent Part Time (2 days) School Business Manager 2025

Eaglesfield Paddle is a Church of England Primary Academy serving the needs of a large rural catchment area to the south west of Cockermouth. The school is just inside the boundary of the Lake District National Park and enjoys an enviable geographical position over-looking the north western fells. Our mission statement is 'to be that best you can be, because God is with you in all that you do', as we are always striving to get better at what we do.

Over the last 20 years Paddle has undergone various major developments. These extensions and refurbishments have totally transformed the school, providing an inspiring indoor and outdoor learning environment for both children and staff. We presently have 174 children on role with an additional 21 children attending the nursery. There are ten teachers inclusive of the headteacher, eight teaching support assistants, and an apprentice. Our staff are all very supportive of one another and strive to be 'the best that they can be'.

The academy has an excellent reputation for providing a broad and balanced education for its children. At the OFSTED inspection in December 2023, it was graded as "Good" overall and "Outstanding" in two areas. There is a strong emphasis to the core subjects with reading being seen as central to our work. A wide range of extra-curricular activities are offered and we have a strong commitment to residential education from Year 2 upwards. A key feature of learning at Paddle is the use of interactive technology across the curriculum with multi-screens, laptops, iPads and mini-iPads to aid teaching and learning. All teachers and teaching assistants are equipped with their own personal laptop and iPad.

The academy is supported and well managed by a very talented and committed Board of Governors. Parents are encouraged to involve themselves at Paddle School, via the Governing Body and volunteering with the day-to-day activities in school. The Paddle Community Association is very active and provides valuable funding to support resourcing in our school. The successful candidate will be expected to play a full and active role in the life of the school, working in partnership with all staff, parents and governors. They will be sympathetic to the strong Christian ethos of the school and have a very positive attitude committed to enabling all around them to 'be the best that they can be'.

Candidates should complete the application form and include a supporting letter which demonstrates how they meet all the essential/desirable criteria in the job specification and expectations outlined in the job description. Candidates may visit the school on the afternoon of Monday 9th June 4 pm, and should contact the school office to book an appointment. (It is understood that this may not be possible for all candidates and those unable to do so will not be disadvantaged in any way.)

All application forms should be returned by hand, post or email to the school office. The closing date for applications is 12.00 noon on Tuesday 17th June. Any application forms received after this date and time will not be accepted.

Interviews and School tasks will be held on Thursday 26th June
Commencement of Appointment will be negotiated with the successful candidate.

Mrs DFV Watson
Headteacher