



Trinity High School

& SIXTH FORM CENTRE

Part of Bordesley Multi Academy Trust

April 2021

Dear Candidate

TEACHER OF MATHEMATICS

Thank you for your interest in the above post. The following information is available:

- Information about the School and Faculty
- Job Description and Person Specification
- Relevant policies

Applications

If you wish to make an application please complete the application form on the TES website. Please note we are only able to accept applications completed on this form. We will not accept CV's or applications via other websites. **Please ensure that all sections are completed fully as any gaps may result in you not being considered for shortlisting.** Applications should be received by 12.00pm on **Monday 26th April 2021.**

Application Form

Please ensure that this is used for your 'letter of application'. Do not leave any gaps in employment or education history without an explanation. Please ensure that all grades are indicated for GCSE and A Level examinations and degree level. Please use the Additional Skills section to highlight any other skills, attributes that you have which would be relevant to your application. **This is your chance to sell yourself!** Please email your application to office@trinityhigh.net.

Referees

The position is subject to satisfactory references. Please ensure that you provide two referees along with email contact addresses. One referee should be your current employer. For all teaching posts we will contact referees prior to interview. It may be prudent to indicate an additional referee in the event that referees may not be available.

Invites for Interviews

If successful at shortlisting, invites for interview will be sent to you via email and these are usually sent out within 2-3 days from the closing date. **IMPORTANT:** Please ensure that you check all of your inboxes at this time, as we are aware that some of these invites do go into "spam" or "clutter" and we have had some candidates who did not see their invite for

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interview and missed out!

We will provide a full interview schedule for shortlisted candidates. All interviewees will be expected to provide three forms of ID, evidence of qualifications, evidence of right to work in the UK and may be asked to complete a disclosure form if this has not been completed in their application form.

Safeguarding

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post will be subject to an enhanced DBS check, medical clearance, and a 6 month probationary period for support staff positions.

School Information

Please visit the school website, www.trinity.worcs.sch.uk for comprehensive information on curriculum, teaching and learning, extra-curricular activities, achievements, student opportunities, latest newsletters and school policies which will provide an overview of Trinity High School. Should you wish to visit the school prior to application we will endeavour to arrange this, taking into account the current pandemic.

We will endeavour to respond to all applicants who are not called for interview within two weeks of the closing date. We will also only be able to provide feedback to shortlisted candidates.

Can I take this opportunity of thanking you for your interest in the post at Trinity High School.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'A Ward', with a long horizontal flourish extending to the right.

Mr A Ward
Headteacher & CEO