



Bagthorpe Primary School
School Road, Bagthorpe, Notts NG16 5HB

Head Teacher: Mr D T Walton
Tel: 01773 782843

Email: office@bagthorpe.notts.sch.uk
www.bagthorpeprimary.com

Our ref: DTW/mc/*recruitment/Y5maternity*

16th September 2021

Dear Sir/Madam

Thank you for your interest in the post of Temporary KS2 Teacher at Bagthorpe Primary School to cover a maternity leave. Please find enclosed an application form and relevant information relating to this post:

- Job Description
- Person specification
- Application form and guidance notes
- School overview
- Equal Opportunities and Safeguarding Statement

If you wish to visit the school before deciding whether to apply for the post please contact Maria Clifton, Office Manager, on the number/email at the top of this letter.

The School is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff and volunteers to share this commitment. Please note that in line with the safeguarding requirements, if you are shortlisted:

- References will be requested prior to interview from your current or last employer. Where there has been a break in teaching, references will also be sought from your previous school/employer. Referees may also be contacted by telephone.
- You will need to bring with you to the interview original documentation to prove your identity and that you have a right to work in the UK.
- You will need to bring with you to the interview original qualification certificates essential to the post.

Further details will be given if you are invited to an interview. Please also note that if you are successful for a teaching post in a school you will be subject to the full range of pre-employment checks which will include a prohibition from teaching check and for certain posts in schools, a disqualification under the childcare act 2006 check will also be required if you work in certain settings.

The School, together with the recognised trade unions, is committed to the development of positive policies to promote equal opportunities in employment and in the delivery of our services, regardless of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership, pregnancy and maternity or trade union membership status. This commitment will apply to recruitment and selection practices, training and development, promotion and in the application of national and local agreements in respect of pay and conditions of service. Disabled candidates who meet the essential requirements of the post will be guaranteed an interview.

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Completed application forms should be returned to Mr David Walton, Head Teacher by email (office@bagthorpe.notts.sch.uk) or post (see address above - please ensure the correct postage is used to ensure your application is received on time).

Please note that only fully completed application forms will be accepted and the school will not accept CVs in lieu of the application form.

If you have any queries or questions about the post please do not hesitate to contact the school office.

Yours faithfully

A handwritten signature in black ink, appearing to read 'D T Walton', written in a cursive style.

D T Walton
Head Teacher

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