

Key Information Sheet for EYFS Teacher (Maternity Cover) at

St Andrew's Church of England Primary School

This sheet sets out the key information for any candidates applying for the post of EYFS Teacher (Maternity Cover). Please read this information carefully and retain this sheet for reference during the application process.

Application process:

Applicants must complete the application form and submit it to the school by no later than midday on the closing date of 18th November 2020. All applicants are strongly advised to read the job description and person specification for the post prior to submitting their application.

Selection process:

Applications will be ranked against the person specification for the role.

All shortlisted applicants will be subject to:

1. An interview via the Zoom online platform with the selection panel (which consists of Diane Fawcett Headteacher and Rebecca Robertson Assistant Head). Interviews will be held on Thursday 26th November 2020.
2. Two written tasks will be emailed to candidates as part of the interview process. Candidates will have a set time to complete the tasks. The tasks will be explored in further detail as part of the interviews.

Shortlisted candidates:

Applicants who have been shortlisted for the post will be notified by Friday 19th November 2020.

The school will only contact shortlisted applicants and therefore if you have not received any communication from the school by this date your application has not been successful on this occasion.

Prior to the interview date referees will be contacted to request references on all shortlisted candidates. Please ensure that you have given consent for your referees to provide a reference to avoid delays.

Interview date:

Interviews will be held via the Zoom online platform on Thursday 26th November 2020.

Further information and school visits:

Applicants who require further information or would like to visit the school should contact Mrs Fawcett on 01255 830234.

Key Information for candidates regarding terms and conditions

Fixed Term Appointment

This appointment is for a fixed term from 22nd February 2021 to 21st February 2022 to cover maternity leave. The appointment may cease with statutory notice prior to the end date given if the post holder returns from maternity leave earlier.

Pay

This post is paid on the main scale teachers' pay band. The full time pay range for this Band is £25,714 to £36,961 per year.

Employees are paid monthly in twelve equal months per year.

Probation

All individuals new to employment with the Vine Schools Trust will be required to satisfactorily complete a six month probationary period.