

## **Key Information Sheet for Teacher at Rolph CofE Primary School and Nursery**

This sheet sets out the key information for any candidates applying for the post of teacher. 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 24<sup>th</sup> 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. A virtual interview with the selection panel
2. Detail of assessments to be provided at the shortlisting stage

### **Shortlisted candidates:**

Applicants who have been shortlisted for the post will be notified by 26<sup>h</sup> November.

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 virtually week commencing the 30<sup>th</sup> November 2020.

### **Further information and school visits:**

Applicants who require further information or would like to discuss the school should contact Catherine Bickersteth on 01255 861317

## **Key Information for candidates regarding terms and conditions**

**Hours per week: 32.5**

**Initial working pattern: Monday to Friday**

### **Pay**

This post is paid on the main pay scale. The full time pay range for this Band is £25,714 to £36,961 per year. These figures include the holiday pay entitlement for someone with less than 5 years' service.

Employees are paid monthly in twelve equal months per year.

### **Probation**

All individuals new to employment with the academy trust / will be required to satisfactorily complete a six month probationary period.