12th April 2021

Dear Applicant,

**Permanent full time teacher** (initially for Year 5/6)

The Governors of Arkholme Church of England Primary School are looking to recruit a dedicated, outstanding class teacher to join our staff team from 1st September 2021.

Our school currently caters for 94 children taught in four mixed age classes; Puffins (our Early Years Foundation Stage Class) for nursery and reception. Robins is our KS1 class, taught in separate year groups in a morning and coming together in the afternoons. Kingfishers is for years three and four and Owls is for years five and six. Whilst growing in numbers we are small enough to feel like a big family.

We have a large outdoor environment; outdoor classroom, school garden and pond area for nature observations, the use of a large community field and a dedicated outdoor area for our KS1 class. We are very fortunate to be able to offer Forest School at various sites within the village. All in all we have a beautiful setting where our children can grow and learn.

We have a strong team of staff who are dedicated to the children and are very hard working. We are supportive and friendly and genuinely enjoy working together as a team. We set high standards for ourselves, for learning and behaviour. Our children are a credit to our school and work very hard to live up to these expectations.

Our curriculum is centered on a thematic topic-based approach with visitors, visits and outdoor learning pivotal in its delivery. We have good links with the church and our local community, and our parents are very supportive.

We would like to invite prospective candidates to visit the school. As we are limiting the number of people in school, we can only offer after-school visits at this time. Whilst you will not get the same experience that you would by meeting our children and staff, it will still give you the opportunity to familiarise yourself with our school and ask any questions to support your application. Please telephone the school office to make an appointment.

Applications should consist of the Blackburn Diocese application form, along with a letter of application (approximately two sides of A4). When writing your letter of application, please evidence each of the person specification criteria, giving concrete examples for each point and demonstrating impact. Applicants who cannot meet all of the essential criteria will be discounted.

Interviews are anticipated to take place over two days, Thursday 6th May and Friday 7th May, and candidates need to ensure they are free on both days. As we are working in uncertain and ever-changing times, we cannot yet give any further details about the interview process. Details will be shared with successful candidates nearer the time.

The successful candidate will also be expected to attend an induction day to meet their new class in the summer term, along with other in-house training that is deemed appropriate.

Arkholme Primary School is committed to Safer Recruitment. The post is therefore subject to an enhanced DBS clearance and references will be taken up before a job offer is confirmed.

The governors and I look forward to hearing from you and good luck with your application.

Yours sincerely,

Joy Ingram



Headteacher