

Key Information Sheet for Class Teacher at St Luke's Church School

This sheet sets out the key information for any candidates applying for the post of Class 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 15th May. 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 face to face interview with the selection panel (which consists of the Headteacher and the Deputy Headteacher).
2. Teaching observation appropriate to applicant's experience (details of the year group will be provided to successful candidates).
3. A 5 – 10 minutes presentation on a children's book that you have read recently and how you would use it in a classroom.
4. There will be a question on the how you would support the Christian nature of the school and what makes us different to other non-faith schools.

Shortlisted candidates:

Applicants who have been shortlisted for the post will be notified by 16th May.

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.

The school may review social media relating to shortlisted candidates as part of the screening process to ascertain whether candidates demonstrate appropriate conduct and behaviour and suitability for employment in a school.

Interview date:

Interviews will be held at [St Luke's Church Primary School, Tiptree](#) on the 18th, 19th and 20th May. Please note the school does not reimburse candidates for interview expenses.

Further information and school visits:

Applicants who require further information or would like to visit the school should contact Martin Moriarty on 01621 815456.

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Pay

This post is paid on the Teacher's Min Pay Range. The full time pay range for this Band is £25,714 to £36,961 per year.

4.	TEACHERS' PAY	
4.1	Qualified teachers will be paid on the Main Pay Range or the Upper Pay Range. The Pay Ranges in this school have been divided into pay points. Teachers on the Main Pay Range will be paid on the six-point scale on the Main Pay Range as set out below <u>Main Pay Range</u>	
	Point 1	£ 25,714
	Point 2	£ 27,600
	Point 3	£ 29,664
	Point 4	£ 31,778
	Point 5	£ 34,100
	Point 6	£ 36,961

Employees are paid monthly in twelve equal months per year.

Probation

All individuals new to employment with *Essex County Council* will be required to satisfactorily complete a six month probationary period.