  **BROADWATERS INCLUSIVE LEARNING COMMUNITY**

 **The Brook Special Primary School**

 **Adams Road**

 **London N17 6HW**

 **T: 0208 808 7120**

 **F: 0208 808 8809**

**Email: admin@thebrook.haringey.sch.uk**

14.11.16

Dear Applicant

Re: Class Teacher Posts for The Brook

Thank you for your enquiry re the above post.

We attach/enclose our Information Pack which contains:

1. Application form
2. Job Description
3. Candidate specification
4. Ethnic Monitoring Form
5. CRB Declaration
6. Guidance Notes
7. OFSTED Report

Selection Process: your fulfillment of the requirements will be tested and assessed during the selection process which will include a teaching task, a meeting with senior members of staff and a panel interview. The process will also assess your suitability to work with children in line with our commitment to promoting and safeguarding the welfare of children.

Criteria for shortlisting: essential criteria from the Candidate Specification must be met in full.

References: references will be taken up after shortlisting but prior to the interview. One referee must be your current or most recent employer. If you are not currently working with children, an additional reference must be included with the name of the employer by whom you were most recently employed in working with children. References from relatives or friends are not appropriate. Where appropriate a DBS check will be required.

We would be delighted if you could visit the school prior to application/interview. Visits will be schedule upon request.

 Thank you once again for your interest – we look forward to receiving your application form!

Yours sincerely

Hugh Williams

Vice Chair of Governors