



Soar Valley College

Teacher of Art



ASPIRE ENJOY ACHIEVE

SOAR VALLEY COLLEGE

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Soar Valley College

A SPECIALIST MATHS AND COMPUTING COLLEGE

ASPIRE ENJOY ACHIEVE

Teacher of Art MPR/UPR

Temporary for one year to cover maternity leave

This is a fantastic opportunity for a highly competent and enthusiastic teacher to join this successful and well-resourced department, part of our Creative Arts Faculty, for the academic year 2021-22. The successful candidate will have the opportunity to teach Art across the age and ability range, with Fine Art, Photography and Graphics being offered at GCSE level. Applications are welcome from those offering full or part-time, experienced or newly qualified teachers. Soar Valley is a great place to continue or begin your career.

Soar Valley College is a heavily over-subscribed 11-16 school committed to high standards, raising achievement and developing excellence in our staff and students. We provide a vibrant and engaging curriculum that promotes the love of learning, and prepares young people for the next steps in their lives. Ofsted rated Soar Valley an outstanding school where *'teaching is exemplary'* and *'students are proud to belong to the college'*, (November 2014) and this still remains the case.

Our progress measures are strong every year. The thing we are most proud of however, is our unique and caring ethos, which inspires success for all, making this a great school at which to begin or continue your teaching career. You will benefit from:

- A strong personalised professional development programme
- Being part of a superb team of specialists, who work extremely effectively together and also show individualism in their approaches
- A culturally diverse and highly motivated student body
- Being in a school where relationships are a real strength, *'students' behaviour and attitudes to learning are exemplary'* (Ofsted 2014) and outcomes very strong.
- Excellent facilities to support learning

Please see our website for further details. Interested candidates are welcome to visit the school before making an application should they wish. Please contact Smita Stone, SLT PA, with any queries, on ssstone@soarvalley.leicester.sch.uk or 0116 2688441.

Closing date: 3pm Friday April 9th 2021.

We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff to share this commitment and undergo appropriate checks, therefore, all posts are subject to an enhanced Disclosure and Barring Service check.



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March 2021

Dear Applicant,

TEACHER OF ART - MPR/UPR

Thank you for your interest in the above vacancy at Soar Valley College. Our Creative Arts Faculty is fantastic and this post represents a rare and exciting opportunity for an enthusiastic and highly competent teacher to join our successful school and Art team. We are looking to appoint for one academic year, to cover a maternity leave. Applications are welcome from both new teachers and those more experienced, and from those wishing to offer either full or part-time (with a minimum of three days).

We have a unique ethos, are a very cohesive team, and are genuinely very inclusive. We value effort above all else with students; all can achieve, and they do! The staff work very effectively together and achieve excellent outcomes for our students, of which we are very proud. Even more pleasing though, are the superb relationships we have in the school, between all, which make it a great place to work, and an excellent place to begin or continue your career.

Creative Arts is exceptionally well led by a dynamic Head of Faculty, and an equally excellent Head of Art, who now leads the Art Hub across the city. Outcomes for students are very high, a result of the incredibly high quality of teaching in the team, excellent professional development and support within the faculty.

Plenty of further information in respect of this vacancy and the school can be found on our website, which will assist you in completing your application, including the relevant forms, job description, and faculty/department details. I hope you find this of interest and look forward to receiving completed application forms and supporting letters by 3pm Friday April 9th 2021, returned to me via my PA, Smita Stone, on sstone@soarvalley.leicester.sch.uk

If you would like any further information regarding the post or wish to arrange a visit, please do not hesitate to contact Smita at the college, either by email or phone 0116 2688441. Once again thank you for showing an interest in the post and I look forward to receiving and reading your application.

Yours faithfully

Julie Robinson
Principal



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Soar Valley College – General Information

We are justifiably proud of our school, in particular the caring, inclusive ethos, our high standards and our achievements. Our school motto of 'Aspire, Enjoy, Achieve' is more than just words. It really does sum up our ethos; that of working with every individual to ensure they do the best they possibly can in a supportive environment rich with opportunities. More on this can be read in our prospectus, which is available on the school website www.soarvalley.leicester.sch.uk

We are an outstanding 11-16 community, comprehensive school in the city of Leicester with approximately 1560 students on roll currently, and are heavily over-subscribed every year with more first choice applications than places available, despite increasing our PAN from 255 to 312. Students come from very diverse ethnic, cultural and religious backgrounds, which contributes to our unique ethos, with the vast majority (around 90%) coming from ethnic minority backgrounds. Most of our students have a first language which is not English and over a third qualify as Pupil Premium.



As part of the first wave of the BSF programme in Leicester, we moved to a new building in 2009. Our highly impressive school building offers excellent accommodation and facilities for all areas of the curriculum and the local community. We also have our own Training Centre, which is used for a wide range of activities and has proved to be extremely successful.

"A distinct feature of the college's culture in creating a very purposeful environment for learning is the excellent relationships between the teachers and the students. One student summarized the feeling of others: 'It's not just the teachers, it's all the staff.' Students feel that the staff make time and get to know them very well." (Ofsted 2014)

Achievement is impressive. When students start at the College, their prior attainment is below national expectations on average. However, they rise throughout both Key Stage 3 and Key Stage 4 to above national averages by the end of Year 11. Both attainment and progress measures are very strong, significantly above national averages.

Progress 8 figures of +0.5 in 2019 illustrates these high levels of achievement.

Attendance is also excellent, in the top 20% of schools nationally and amongst the best in the city of Leicester. The vast majority of our students, round 98%, go on to Further Education or training, mainly at local Sixth Form Colleges.



Our most important asset is our staff. We recognise this and invest in making sure staff are well developed, supported and CPD is a key feature of our work, building on current practice. It is recognised as a real strength with a multi-faceted programme for staff at various stages of their career and to meet particular needs.

We have taken several measures to reduce workload for staff, and feedback is always positive. Many of our staff have been promoted internally, a reflection of both the fact they wish to stay and of the development they receive.

“Teaching is exemplary. Almost all curriculum areas have examples of outstanding teaching. Teachers have very high expectations and they use imaginative activities in order to ensure students make substantial progress.” (Ofsted 2014)

Another significant strength of the College, of which we are very proud, is the range and quality of the extra – curricular activities that staff offer. Opportunities are too numerous to mention here but we have, for example, a thriving Duke of Edinburgh programme, an extensive sports programme and are also very active within performing arts. Trips and visits are numerous. We are proud of the fact that we were the first school in the county to gain the Quality in Study Support Award at each level which recognises this outstanding provision. We have very strong links with our feeder primary schools through both curricular and extra-curricular activities.



“Students are proud to belong to the college. They demonstrate outstanding behaviour and attitudes to their learning. There is a great level of maturity and respect towards all learning. Students’ tolerance for each other and their ability to listen are excellent.” (Ofsted 2014)

We also have a wide range of activities on site in the evenings and at weekends that benefit the wider community. The College is open until 10pm most evenings and until 4pm at the weekends with the facilities mainly booked for sporting activities. A number of events are also held at the college by various faith communities. Parents are generally very supportive of the College and the benefits that it brings for their children, with students making an outstanding contribution to their community.



In the days of specialisms we were designated as Science and Computing College, which has led to significant investment in ICT resources across the college. We are the 'hub' school for Science development across the city and we hold regular meetings for all Heads of Department across the city along with an annual CPD conference. We are also now the hub school for Science and Art, illustrating the quality of our staff teams and leaders.

Most secondary and special schools in Leicester belong to the Education Improvement Partnership (EIP) which is an alliance of schools in Leicester to offer support and challenge to each other, and the office for which is situated within our Training Centre. The partnership is very strong and brings a number of distinct benefits to the city and member schools.

"The leadership of teaching is very strong; much of the teaching is outstanding and the vast majority is consistently good." (Ofsted 2014).



Thank you for your interest in our school. We believe it is a unique place, one where staff and students are proud to belong. Please do look at our website and our twitter page @soarvalley16 to gain more information and a flavour of what we are about. Visits are welcomed; please just contact us.

January 2021



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JOB DESCRIPTION TEACHER MPR/UPR

1. Principal Responsibilities

Under the direction of the Head of Department:

- a) To contribute to the teaching of the subject as directed by the Head of Department
- b) To participate in the development of appropriate materials and Schemes of Learning
- c) To participate in assessments, target setting, reports and references relating to individual students or groups of students
- d) To contribute towards monitoring and controlling the storage of teaching materials and books
- e) To supervise the use and care of rooms/learning spaces assigned to the subject
- f) To support the students at all levels of ability following agreed procedures/policies for supporting/assessing students under the guidance of the Head of Department
- g) To have a commitment to, and involvement in, ongoing professional development of self and others

2. General Duties

- a) To carry out a share of supervisory duties in accordance with published rosters
- b) To be a Form Tutor of an assigned form and to carry out related duties in accordance with the general job descriptions of Form Tutor as required by the needs of the pastoral structure
- c) To participate in appropriate meetings with colleagues and parents relative to the above duties

Notes

- 1. The job description is to be taken in the context of the rules and regulations governing teachers' pay and conditions, and professional standards for teachers. The full documents can be found on the DfE website.
- 2. This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed. In allocating time to the performance of duties and responsibilities, the post-holder must use Directed Time in accordance with the school's published Time Budget Policy and have regard to the appropriate clause of the School Teacher's Pay and Conditions Document.
- 3. This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once each year and it may be subject to modification or amendment at any time after consultation with the holder of the post.

Soar Valley College shares a commitment to safeguard and promote the welfare of children and young people. Our commitment is underpinned by robust processes and procedures that seek to maximise opportunity, minimise risk and continuously promote a culture that embraces the ethos of safeguarding amongst our workforce.

This post is exempt from the Rehabilitation of Offenders Act 1974 and subject to a DBS check.

PERSON SPECIFICATION

Post Title: Teacher – Main/Upper Pay Range			
		E/D	2/4
Skills, Knowledge & Experience	<ul style="list-style-type: none"> Qualified teacher status or NQT. 	E	2
	<ul style="list-style-type: none"> Teaching experience in 11-16 age range. 	E	2
	<ul style="list-style-type: none"> Able to teach the subject to KS3 and KS4 to students of all levels of ability and aptitude. 	E	2
	<ul style="list-style-type: none"> Familiar with and willing to develop and use ICT in teaching and learning. 	E	2
	<ul style="list-style-type: none"> Willingness to learn, develop and implement strategies to offer appropriate support to students of all abilities to raise achievement. 	E	2
	<ul style="list-style-type: none"> Up to date subject knowledge and National Curriculum requirements. 	E	2,4
Equal Opportunity	<ul style="list-style-type: none"> Must be proactive in promoting the Equal Opportunity policies of the school in all aspects of his/her work. 	E	2,4
	<ul style="list-style-type: none"> Understands the needs of all students and the relevance of these to the teaching of the subject. 	E	2,4
Attitude, Motivation and Ability	<ul style="list-style-type: none"> Able to set an example of high standards in own teaching, relationships with colleagues and in expectations of students. 	E	4
	<ul style="list-style-type: none"> Able to communicate effectively. 	E	2,4
	<ul style="list-style-type: none"> Able to plan and organise effectively. 	E	2,4
	<ul style="list-style-type: none"> Able to work in a team but also to show initiative. 	E	2,4
	<ul style="list-style-type: none"> Commitment to improving own performance, knowledge and understanding through ongoing professional development. 	E	2,4
	<ul style="list-style-type: none"> Able to complete assessments, targets and reporting procedures efficiently and to deadlines. 	E	2,4
	<ul style="list-style-type: none"> Ability to motivate students through an enthusiastic approach. 	E	2,4
	<ul style="list-style-type: none"> Responsibility and accountability for safeguarding and promoting the welfare of children and young people. 	E	2,4
	<ul style="list-style-type: none"> Ability to motivate students through an enthusiastic approach. 	E	2,4
	<ul style="list-style-type: none"> Able to contribute to and support departmental policies 	E	2,4
	<ul style="list-style-type: none"> Is hardworking, willing and adaptable. 	E	2,4

E=Essential

D= Desirable

2. From Application form & letter. 4. Probing at interview



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CREATIVE ARTS FACULTY



DRAMA



MUSIC



ART

Creative Arts is a thriving faculty here at Soar Valley College, where the Arts are celebrated through a range of courses and a wide and varied programme of extra-curricular activities. Many of our students are extremely talented and we work hard to ensure they have the opportunities to demonstrate and develop these talents in different ways.

Our dynamic faculty consists of Art and Design, Music and Drama, all high-achieving areas of the curriculum. Whilst offered separately on the timetable, there is also a large amount of collaboration between the subjects. Our immensely successful annual school production is just one example of this, with the team working together to produce a high quality event which involves a large number of students every year and is thoroughly enjoyed by parents, staff and students alike. There are also numerous other performances, exhibitions, etc. to showcase and celebrate the talents of our students.

The Team and our Facilities

With ten teachers in the faculty there is a high level of expertise and we pride ourselves on being a dedicated, hard-working and supportive team. The current Head of Faculty is also the Head of Music; there is then a Head of Drama and Head of Art & Design within the structure.

The faculty is located in a purpose-built area with state-of-the-art specialist rooms. We have two Drama Studios and a theatre with raked seating and a full lighting rig with Show Magic. For Art & Design there are four good sized adjacent teaching rooms, two large shared storage areas and a kiln room. Music has two specialist classrooms plus various practice rooms and a recording studio. There is also one multi-purpose room available.

ART & DESIGN

Key Stage 3

At key stage 3 all students have an hour a week for Art. Schemes of Learning cover a broad and balanced range of experiences in two and three-dimensional work.

Topics currently covered include 'Day of the Dead' Insects & Bugs, Portraits, Illustration and many more. The aim is for students to experience a wide range of Art & Design skills and styles. They use a range of media and make use of our extensive ICT facilities.

Key Stage 4



Art & Design has consistently been a very popular choice at Key Stage 4. Students follow the AQA GCSE in Art & Design, opting for one of three specialisms: Fine Art, Graphics or Photography.

In Graphics, students work to client briefs to create digital and hand created work.

GCSE Photography is very popular and students have access to our fantastic Canon digital SLR cameras and computer software to create their work.

In Fine Art students create high quality paintings and drawings, in response to a theme – another popular choice amongst our students.

We regularly display work in our local Sainsbury's and receive lots of positive feedback from our local community, which is very rewarding!

Extra-curricular Activities

We hold an Art club one lunchtime per week where students are able to explore a range of materials and processes as well as enter competitions.

In recent years we have offered trips to Tate Modern, the V&A Museum and the Saatchi Gallery, photography trips to Leicester Racecourse and Botanical Gardens, regular participation in the Gifted and Talented exhibition for Leicester schools, De Montfort University Gifted & Talented Drawing School and many more.

We also offer 3 evenings a week after school and lunchtime study support sessions for students, many of whom take up this offer.

Guidance Notes for Applicants

Please read these notes before completing the application form

Leicester City Council - Maintained Schools/Colleges

Leicester City Council is an Equal Opportunities Employer



These guidance notes are designed to provide you with information on completing your application form and on our recruitment process and associated policies. You should read all the guidance notes prior to completion of the application form. If you would like any further advice regarding the vacancy or the recruitment process please contact the school/college directly.

When completing the application form, please refer to the following information:

Job Description – this details the main duties and requirements for the post and provides an understanding of the role

Person Specification – this describes the skills, knowledge and experience required for the post

Advertisement – this will give you brief details of the job and key dates of the recruitment process

Please ensure you complete all parts of the application form, unless otherwise indicated, using Black Ink or Electronically. Curriculum Vitae (CV's) are not accepted. The application form will be used to assess your skills, knowledge and suitability for the job against the criteria on the person specification, so please ensure it is accurate and complete. If you require additional space, separate sheets will be accepted, but please ensure they are attached securely to the back of the application form or as attachments if submitting electronically. Late applications will not normally be considered. We reserve the right to contact any of your previous employers/educational establishments to verify the information provided.

Personal Details

Only personal information required for processing your application is requested in the main body of the application form, other personal details not required until after shortlisting are contained at the rear of the application form.

Your application will be logged and given a candidate number by a member of staff not involved in the recruitment process, before the removal of the detachable section and prior to shortlisting.

Disabled Applicants

As an equal opportunities employer we welcome applications from disabled people. Disabled applicants meeting all the essential criteria will be shortlisted for interview or test.

If you consider yourself disabled, **please indicate this on the detachable equality monitoring section**. This will be removed by a member of staff not involved in the recruitment process, prior to shortlisting, and will not be given to the recruitment panel at any stage of the process.

Where it is necessary to reduce the shortlist of candidates using desirable criteria, the equality monitoring section will be checked by a member of staff not involved in the recruitment process to ensure if you have declared yourself as disabled, and met all the essential criteria, you have been shortlisted for interview or test.

All candidates called for interview will be asked if they require any adjustments and/or adaptations in order to attend for interview or test, and we will, as far as possible, provide the adjustments and/or adaptations required.

For successful candidates, we will make reasonable adjustments to working conditions or physical environments and will provide aids, adaptations, equipment and support where possible.

Equal Opportunities and Equality Monitoring

To view the Equal Opportunities Policy in full, please visit <http://www.leicester.gov.uk/your-council-services/council-and-democracy/key-documents/conditions-of-service/section-fourteen/>

Completion of the equality monitoring form is voluntary. The equality monitoring form will not be given to the recruitment panel or form any part of the recruitment process.

Rehabilitation of Offenders & Safeguarding Children and Young People

We are committed to keeping children and young people safe from harm and abuse and to promoting their welfare, and we expect that everyone who comes to work for us will share the same commitment. Fulfilling this responsibility includes making sure that our recruitment process includes a range of measures to identify those who may be unsuitable to work with children and young people.

In addition, all roles within the school/college are covered by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, and are subject to an enhanced Disclosure and Barring Service (DBS) (formerly Criminal Records Bureau (CRB)) check. These posts may also be subject to further DBS re-checks at appropriate intervals. Further information about what the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 means for applicants is provided on the Application Form. Please note that having a criminal record is not an automatic bar from working with us: whether or not your criminal record has a bearing on the post you have applied for will be carefully considered as part of the recruitment process. This may involve a discussion with yourself about the circumstances and background to your offences.

References

All applicants are expected to provide two referees, as detailed on the application form.

If you have just completed full-time education you will need to provide the name of your Headteacher/Principal or other professional as a reference. If you are self-employed you will need to provide details of individuals/businesses that can provide you with a professional reference.

‘Open’ references e.g. those addressed “To Whom It May Concern”, will not generally be accepted.

Supporting Documents

All applicants called for interview will be required to provide original evidence for the following:

Identity*

DBS (formerly CRB) application form*

Eligibility to Work in the UK**

Qualifications/Training*** – if applicable

Confirmation of Registration with the relevant Professional Body – if applicable

Driving documents – if applicable

We **will not** be able to confirm an offer of employment until we have confirmed the above.

* Details of what documentary evidence you can provide will be detailed on the invite to interview letter, alternatively please refer to http://www.direct.gov.uk/en/Employment/Startinganewjob/DG_195811

** In accordance with the Immigration, Asylum, and Nationality Act 2006, all candidates are required to provide proof of the Right to Work in the United Kingdom. For further information please refer to www.workingintheuk.gov.uk

*** You can check the validity/level of any overseas national's qualifications by contacting the National Recognition Information Centre for the United Kingdom (NARIC) www.naric.org.uk

Employment History & Gaps in Employment

To ensure our responsibilities for safeguarding children and young people are met you must ensure your employment history and reasons for any gaps are clearly detailed.

Job Sharing

We regard all posts as potentially open to job share. Pay will be pro rata to that which would apply if you filled the post on a full time basis. If you wish to be considered for job share, please indicate this on the application form. Should you be offered the post your request will then be considered.

Relationships/Canvassing

Canvassing of any Member of the City Mayor Team, Committee Member or Employee of the City Council or Employee or Governor of the school/college in relation to your application will disqualify you, or if discovered after appointment may result in dismissal without notice.

Data Protection

The information you provide on your application form and any subsequent information gathered in respect of your application will be held securely, in confidence and processed in accordance with the Data Protection Act 1998.

The information you provide will be used in the following ways:

- To assess your suitability for the post
- To confirm information you have supplied, with third parties, as considered appropriate
- To promote, monitor, and take action to ensure our recruitment policies, procedures and processes comply with legislation, our Employment Equality Policy and associated strategies and plans
- To answer requests for information made under the Freedom of Information Act 2000 or related legislation
- It will only be disclosed where lawful obligation applies

Applications and related information in respect of successful candidates will be held securely on computerised and/or manual filing systems in accordance with the Data Protection Act 1998.

Applications and related information in respect of unsuccessful candidates will be held securely for 12 months in line with our recruitment and retention policy, after which time they will be confidentially destroyed.

Feedback/Complaints

If you have not been shortlisted or are not appointed following interview you may request feedback from the Headteacher/Principal, or the recruiting manager, as appropriate. You should contact the school/college directly who will arrange to provide helpful and constructive feedback.

If you wish to make a recruitment complaint, you should write to the Headteacher/Principal or recruiting manager as appropriate, at the school/college. If you are unsatisfied with the response, you may then write to the Chair of Governors, care of the school/college.



Soar Valley College

A SPECIALIST MATHS AND COMPUTING COLLEGE

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SAFER RECRUITMENT APPLICANT INFORMATION

The information contained within this document is aimed at helping applicants understand what is required should they be asked to attend for interview.

SAFEGUARDING CHILDREN AND YOUNG PEOPLE

Soar Valley College has a commitment to safeguard and promote the welfare of children and/or young people. We have robust processes and procedures to reduce risk and continuously promote a positive culture of safeguarding amongst our workforce.

The post you are applying for involves working with children and/or young people and you will be subject to Soar Valley College safer recruitment process.

PRE- EMPLOYMENT VETTING

As part of its safer recruitment and selection process, Soar Valley College operates a strict pre-employment vetting procedure. All applicants will be required to undergo the checks outlined below.

❖ Declaration of Previous Convictions

The **Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 as amended** makes certain regulated activity (i.e. work with children and/or young people) exempt from the Act and therefore, requires individuals seeking to work with these groups to be subject to Enhanced Criminal Records Bureau Disclosure checks amongst others.

This post is classed as exempt under the Rehabilitation of Offender Act 1974 (Exceptions) Order 1975 as amended. Therefore, you are required to reveal all convictions, both spent and unspent in your application.

❖ Criminal Records Bureau Disclosure (CRB)

Successful applicants seeking to work with children and/or young people will be required to undergo an Enhanced CRB Disclosure; this will include a check against the Protection of Children Act (PoCA) List and List 99. For posts working with vulnerable adults, this will include a check against the Protection of Vulnerable Adults (PoVA) List.

A List 99 check is the minimum check required for staff working in schools. Successful applicants will be checked against the List prior to an offer of appointment being made.

For posts working with children and/or young people, Soar Valley College policy requires all shortlisted applicants to complete a CRB Disclosure Application form at the interview stage. We give an undertaking to destroy the forms and identity documents of all unsuccessful candidates.

We will also retain, with the permission of the applicant, the CRB Disclosure documents of any 'hold' candidates. These documents will be destroyed once a decision (offer and acceptance) has been reached.

Where an applicant is not normally resident in the United Kingdom or has been resident outside the United Kingdom for more than 6 months, an additional police check will be carried out with the normal or most recent country of residence.

Qualifications

If the post applied for requires a specific qualification, the applicant will be required to bring the original **(plus one copy for our records)** certificate along to the interview. If the original certificate is unavailable, a certified copy of the document must be provided by the issuing establishment.

❖ Registration with a Professional Body

If the post applied for requires registration with a professional body, the applicant will be required to bring the original **(plus one copy for our records)** certificate along to the interview. If the original certificate is unavailable, a certified copy of the document must be provided by the issuing establishment.

Soar Valley College will verify registration/membership with the relevant professional body.

❖ References

Applicants are required to provide a minimum of two referees, one of which must be your most recent employer. One reference must be from a referee where the employment involved working with children and/or young people.

If you have undertaken voluntary work with children and/or young people you should use the voluntary organisation as a referee.

If you have not previously worked with either children and/or young people you must provide a character reference from someone who is able to confirm your suitability to work with children and/or young people. This would normally be someone in authority e.g. a lecturer, doctor or community leader. Please note that character references are normally only accepted as a supplement to an employer's reference.

In addition, Soar Valley College will seek references from educational establishments for those applicants with no previous employment history.

Under no circumstances will Open References (i.e. addressed "to whom it may concern") be accepted.

In all cases, Soar Valley College will contact the referee prior to the interview, except if you have specifically indicated that you would prefer us to contact them only if you are made an offer of appointment.

❖ Eligibility to Work in the UK

Soar Valley College has a legal obligation to check documentary evidence to confirm that all potential employees are eligible to work in the UK.

Residents of the European Economic Area (EEA) will be able to provide evidence by presenting a valid passport. Residents from the 8 Accession States must be registered with the **Accession State Workers Registration Scheme**.

Further information about the scheme can be obtained from www.workingintheuk.gov.uk or by telephoning 08705 210 224.

❖ Medical Assessment

All offers of appointment will be subject to the satisfactory outcome of the Leicester City Council's medical assessment procedure.

IMPORTANT NOTICE TO ALL APPLICANTS

As stated previously, all offers of appointment are made subject to the satisfactory outcome of the pre-employment checks for the post.