

Stoke Damerel Community College



Information for applicants

Stoke Damerel Community College is located in Plymouth in the South West of the UK.



We are located close to the sea in an area of natural beauty. Plymouth is a vibrant waterfront city packed full of attractions. We are located near the historic Royal William Yard and just a stones-throw from the beautiful waterfront area 'Plymouth Hoe' and harbourside area of the Barbican. Cornwall is a short distance from the school, just hop over the river Tamar on the Cremyll or Torpoint Ferry.

We are a 'Good' school and have high expectations of both staff and students. It is a dynamic and forward thinking College and this contributes and underpins its success. We pride ourselves on supporting staff to achieve their highest potential. The school is an exciting place to learn and to work.

"Stoke Damerel Community College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment".



Barring Service (DBS) Check.

Stoke Damerel Community College is a "Good" School Ofsted March 2014

We welcome visits from potential applicants. This can be arranged by emailing recruitment@sdcc.net

All teaching and support members of staff must undertake the required employment checks which include the uptake of references both professional and personal and a satisfactory enhanced Disclosure &



Staff Benefits

In addition to offering a highly competitive salary, all staff employed by Stoke Damerel Community College are also eligible for the following benefits.

- Free use of on-site Fitness Suite
- Cycle to work scheme
- Child care vouchers
- Concessionary membership rates at local gym/fitness establishments



- Modern canteen
- Free annual flu vaccinations
- Green travel pass bus scheme

- Membership of a high performing pension scheme
- Comprehensive CPD programme
- Modern staff room



Guidance notes on completing your application form

Please read these notes carefully as the decision to invite you to an interview will depend on the information you provide on your form.

1. Information about you

It is important that you fill in these sections accurately and in full. Please do not leave any section blank.

2. Disability & Reasonable Adjustments

Inspiring Schools Partnership is committed to employing people with disabilities. If you have a disability, please give details of adjustments you require for the selection process or to do the job itself.

3. Rehabilitation of Offenders Act 1974

Inspiring Schools Partnership has a duty to protect children, young people, vulnerable adults, people with disabilities and learning difficulties. This section must be answered truthfully and in full.

4. References

References from your current or most recent employers will be required before any offer of employment is confirmed. You may wish to give the names of teachers, lecturers, and other professionals (this must not be a relative).

5. Employment History

Starting with your current or last job, list the main duties of the jobs you have held since leaving school/college/university. This information may be used to assess whether you meet the person specification for the job. Any breaks in employment dates or unaccounted periods should be explained.

6. Education, training and relevant short courses completed

List all the qualifications you possess and training courses you have attended. Information may be necessary to assess whether you meet the requirements for the job. Please ensure nothing important is omitted. Where a qualification is required, you will be asked to bring your original certificate if you are invited to an interview.

7. Supporting Information - Relevant Experience, Skills and Abilities

This is the most important part of your application, as this is where you make your case for being given the job. Provide examples for each point on the person specification to show that you possess the skills and experience required. Please ensure your supporting statement is a maximum of 1½ A4 sides (font size 10)

8. Data Protection

Under the terms of the Data Protection Act 1998 the information you give us will only be used for the purpose of personnel management

9. Declaration

Any false statements on this form is an offence and could result in the application being taken no further, or offer of employment withdrawn, or disciplinary action leading to dismissal will be taken (if employment has commenced).

10. Monitoring Information

Please remember to complete the monitoring information as it is essential for Inspiring Schools Partnership to determine whether its equality and diversity policy is working with regard to employment. This page will be detached and not considered for short listing.

Some points to bear in mind before you complete your application form

You should present your application in a well organised and positive way (use active words such as 'I plan/organise' etc.). Consider doing a rough draft before you complete the application form. This will help you to organise, plan your application properly and avoid mistakes.

All posts have a person specification/role profile which lists the knowledge, skills, abilities, experience and qualifications needed. Clearly show in your application how you meet all the requirements listed, giving examples how you meet each point. If you also have a list of competencies for the job you are applying for then please provide for each competency an example of a time when you demonstrated this competency at paid (or unpaid) work.

Do not submit the same application form for all jobs.

Look at the requirements listed on the person specification relevant to each post.

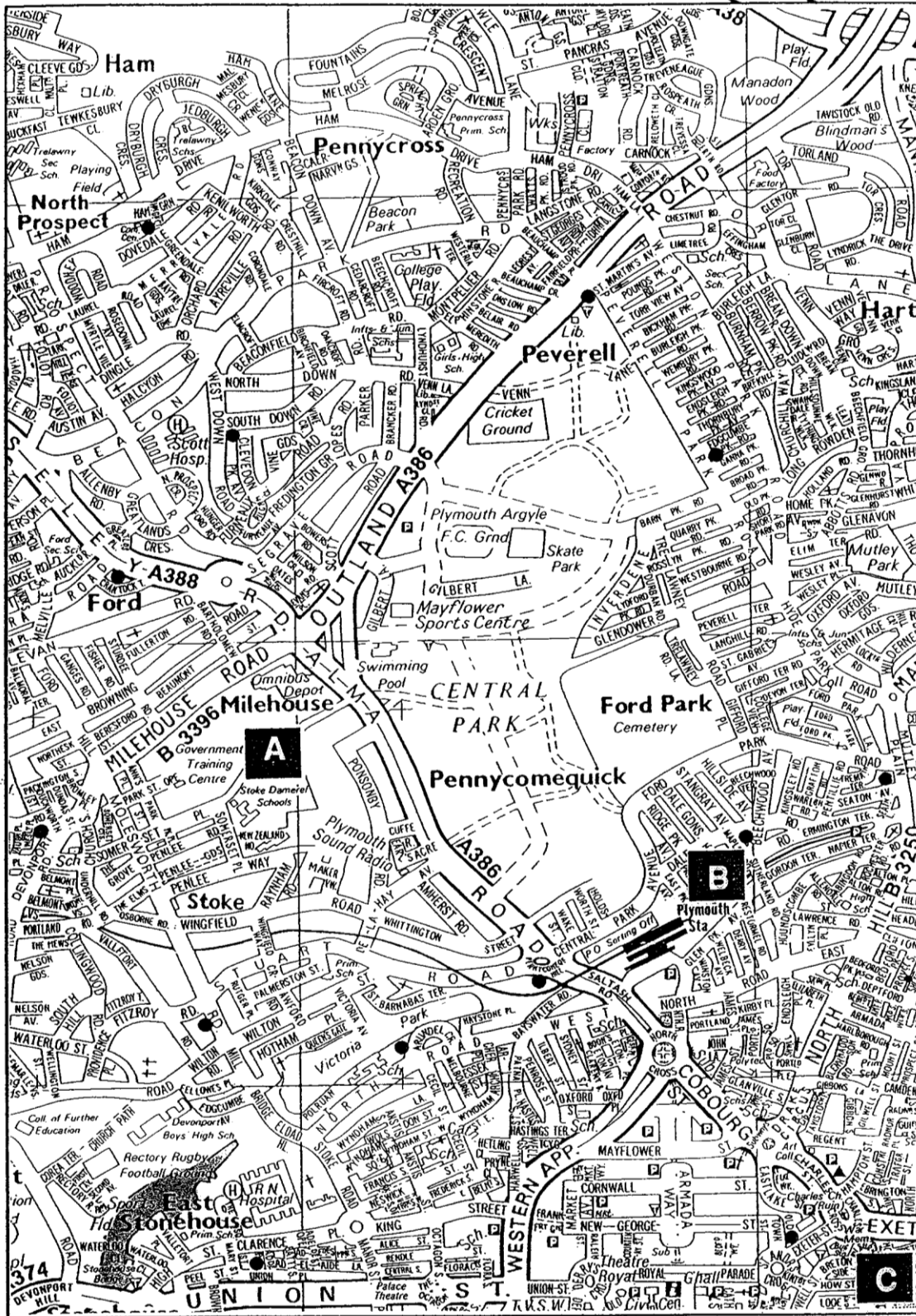
Directions

**A 38
LISKEARD
(Saltash)**

**A 38
EXETER
(Plympton)**

**Leave A38
at sign for
Derriford
Tavistock
City Centre**

**Follow sign
for Plymouth
Argyle**



A **STOKE DAMEREL COMMUNITY COLLEGE**
Somerset Place, Stoke, Plymouth PL3 4BD Tel. (01752) 556065

B **RAIL STATION**

C **BUS STATION**