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**Vacancy Information Pack**

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| **School Name:** | Pensans School |
| **Job Title:** | EYFS Lead |

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| Letter from Chair of Board of Trustees | [www.tpacademytrust.org/web/application\_pack/604811](http://www.tpacademytrust.org/web/application_pack/604811) |
| Application Form | [www.tpacademytrust.org/web/application\_pack/604811](http://www.tpacademytrust.org/web/application_pack/604811) |
| Equality and Diversity Monitoring Form | [www.tpacademytrust.org/web/application\_pack/604811](http://www.tpacademytrust.org/web/application_pack/604811) |



**Pensans School**

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| **Job Title:** | EYFS Lead |
| **Pay Point / Pay Range:** | M6 – UPS3 (dependent on experience) |
| **Full Time Equivalent Annual Salary:** | £28,000 to £43,685 |
| **Contract Type:** | Permanent |
| **Hours Per Week** | Full Time |
| **Start Date:** | 17 April 2023 |
| **Closing Date:** | 5th February 2023 |
| **Proposed Interview Date:** | 9th February 2023 |

This is an exciting opportunity to join the team at Pensans School. The new Headteacher at Pensans School is seeking an experienced EYFS Lead to teach the Reception Class & also manage the 3year old and 2year old Nursery provision. The post is a pivotal one for the school and the right candidate would be part of the senior leadership team.

You will have a good understanding of the new EYFS Framework, a love of outdoor learning, a strong ethos in positive behaviour management, experience of managing nursery provision and lots of enthusiasm and energy for a demanding but extremely rewarding job.

Visits to the school are encouraged and welcomed.

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| To find out more about Pensans School, please visit: | | | www.pensansprimary.co.uk | |
| To discuss this position please contact the Headteacher: | | Email – head@pensans.cornwall.sch.uk  Telephone –01736 363627 | | |
| Application packs can be downloaded from: | [www.tpacademytrust.org/web/application\_pack/604811](http://www.tpacademytrust.org/web/application_pack/604811) | | | |
| Please email your completed application form and equality & diversity monitoring form by the closing date to: | | | | head@pensans.cornwall.sch.uk |

Please note that successful candidates will be informed via email.

*The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors and trustees to share this commitment. All successful applicants will be subject to appropriate pre-employment checks and will be required to complete a Disclosure and Barring Service (DBS) Enhanced Check, a Safeguarding Self-Declaration Form and satisfactory online searches undertaken.*

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| **School Information for Applicants** | |
| **School Address:** | Madron Road, Penzance, Cornwall, TR20 8UH |
| **School Telephone Number:** | 01736 363627 |
| **School Email Address:** | head@pensans.cornwall.sch.uk |
| **Name of Headteacher:** | Niki Rogers |
| **Website Address:** | www.pensansprimary.co.uk |

A group of kids sitting on steps

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A group of colorful eggs

Description automatically generated with low confidenceA group of people walking in shallow water

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A group of children posing with a person in a garment

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| **Welcome to Our School** |
| This information pack will provide you with an insight into our school and offer some practical information which will be of use to you as a prospective member of our school community.  Thank you for showing an interest in applying for the School Secretary role at our wonderful school. I hope the information below will give you a clear insight into our school and the main aims and priorities we share for all our children and staff. We have a super building, great facilities, welcoming staff and children who love to learn and have fun! We look forward to meeting you and ideally showing you around our school.  We welcome visitors as this is the best way to see our lovely school, experience our creative and captivating curriculum and meet our motivated and engaged children. Please phone the school telephone number provided if you would like to arrange to look around.  Our School enjoys working collaboratively with our partner schools within Truro and Penwith Academy Trust. |

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| **General Background** |
| Pensans Community Primary School came into being in September 2005 as a result of the amalgamation of Penzance (Lescudjack) Infant School and Penzance Junior School. The name Pensans is the traditional Cornish spelling of Penzance and was selected by the Governing Body to reflect the cultural heritage of the town. Our school serves a community of deprivation and we are committed to raising standards and ensuring that all children achieve.  Formerly part of Penlee Academy Trust, we joined Truro and Penwith Academy Trust (TPAT) in June 2017. TPAT is a supportive and collaborative organisation with one primary focus: the improvement of teaching and learning within Cornwall. The Academy Trust works with local schools to ensure that young people in Cornwall have access to the best possible learning experiences. |

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| **Class Organisation** | |
| Caterpillars - 2 year olds  Butterflies - 3 year olds  Bumblebees - EYFS Reception  Green Class - Year 1  Orange Class - Year 2 | Violet Class - Year 3  Indigo Class - Year 4  Emerald Class - Years 5/6  Turquoise - Years 5/6 |

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| **Staff Organisation** |
| Headteacher Niki Rogers  Deputy Headteacher Chrissy Simpson-Edmands  SENDCO Jo Atkinson  Year 5/6 Chrissy Simpson-Edmands / Hannah Hall  Year 5/6 Louise Wilde  Year 4 Molly Allum  Year 3 Louise Preston  Year 2 Katie Mungles  Year 1 Holly Catterall  EYFS Vacancy  3 year olds Katie Lepore  Our support staff are a key part of our teaching and learning team. We also have dedicated administrative, catering and site management teams.  We are strongly committed to staff development and learning. |

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| **Our Curriculum** |
| We have invested in providing a bespoke, exciting and creative curriculum which inspires and motivates children and supports high quality learning. Our curriculum is underpinned by a commitment to REAL Projects.  At Pensans we believe that children need to have a connection with their local community and the wider world. Staff plan learning opportunities within their projects to get children outside in our wonderful school grounds as well as our local environment and around Cornwall. Children get to experience a Forest School programme and experience camps and residentials to enrich their learning further.  We love to be involved in our local community and regularly link with neighbouring schools, churches, we perform at the annual St Piran’s celebrations and Mazey Day as well as many local sporting events. |

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| **Safeguarding** |
| TPAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors and trustees to share this commitment.  Shortlisted candidates will be required to complete a Safeguarding Self-Declaration Form as part of their application. We will also carry out online searches as part of our due diligence on the shortlisted candidates, as updated in the Keeping Children Safe in Education recommendations. This may help identify any incidents or issues that have happened, and are publicly available online, which the School or Trust might want to explore with the candidate at interview.  Successful candidates will be required to complete a Disclosure and Barring Service (DBS) application and Health Assessment form as part of their pre-employment administration. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provide that when applying for certain jobs and activities, certain convictions and cautions are considered ‘protected’. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. |

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| **Application Information** |
| We hope that you find this pack provides all of the information you need in order to consider your application for the post. Should you have any questions or matters you would like to discuss informally, or to arrange a visit, please contact:   |  |  | | --- | --- | | Contact Name: | Niki Rogers | | Contact Email Address: | head@pensans.cornwall.sch.uk | | Contact Telephone Number: | 01736 363627 |   Please note that CVs will not be accepted.  Application packs can be downloaded from [www.tpacademytrust.org/web/application\_pack/604811](http://www.tpacademytrust.org/web/application_pack/604811)   |  |  | | --- | --- | | Closing Date: | Sunday 5th February 2023 |   Completed applications must be returned to the email address above and be received by 12 Midnight on the closing date provided.   |  |  | | --- | --- | | Interview Date(s): | Thursday 9th February 2023 |   To ensure the fairness of the selection process, shortlisting will be based upon information which you provide in your application, and assumptions will not be made about your experience or skills. We will look for demonstrable evidence that you meet the criteria set out in the person specification.  If we have not contacted you within 14 days of the closing date, it is unlikely that you have been shortlisted on this occasion. Many thanks for your interest in this post. |