

Moorside Primary School  
Beaconsfield Street  
Newcastle upon Tyne  
NE4 5AW



**Moorside**  
Primary School

Telephone: 0191 272 0239  
Email: [admin@moorside.newcastle.sch.uk](mailto:admin@moorside.newcastle.sch.uk)  
Website: [www.moorside.newcastle.sch.uk](http://www.moorside.newcastle.sch.uk)

Head Teacher: L Hall  
Email: [linda.hall@moorside.newcastle.sch.uk](mailto:linda.hall@moorside.newcastle.sch.uk)

7<sup>th</sup> March 2024

Dear Candidate,

SEND Support Assistant

Thank-you for expressing an interest in our school. We hope that the information provided in this Candidates' Pack will help you to decide whether or not you feel that Moorside Primary could be the right school for you. You can find out a lot more about us on our website at [www.moorside.newcastle.sch.uk](http://www.moorside.newcastle.sch.uk) and, if you are unfamiliar with Newcastle and the surrounding areas there is plenty of information on the Newcastle City website at [www.newcastle.gov.uk](http://www.newcastle.gov.uk) and on the websites of neighbouring local authorities.

Visits to the school are available or, if you prefer, we can arrange for a telephone appointment to be made to enable you to ask any questions that you may have prior to you submitting an application. If you want to pursue either of these options, please contact the Head Teacher, Linda Hall by email: [linda.hall@moorside.newcastle.sch.uk](mailto:linda.hall@moorside.newcastle.sch.uk) or by telephone (0191 272 0239).

If you decide to proceed, you must complete all of the documentation requested and ensure it is submitted by 10 am on Tuesday 26<sup>th</sup> March 2024. Shortlisted candidates will be invited to the next stage of the selection process and will receive advance information concerning the format of the stages of the selection process.

References will be taken up at the shortlisting stage. Interviews are expected to take place week beginning the 15<sup>th</sup> April 2024. All offers of employment are made subject to satisfactory references and safer recruitment form together with DBS clearance and confirmation of eligibility to work in the UK.

The successful candidates will be subject to an enhanced DBS clearance procedure. Please note that disclosing criminal convictions will not necessarily disqualify you from appointment. This information will be considered in light of its relevance to the post in line with the Authority's 'Code of Practice on the Disclosure of Criminal Convictions in Schools'.

We hope that you will find the enclosed information helpful and we look forward to receiving your application should you decide to proceed.

Yours sincerely,

Pauline Piddington  
(Chair of Governors)