

Forest Town Primary & Nursery School

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Forest Town
Mansfield
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office@foresttownprimaryschool.co.uk

Telephone
01623 477211

Head Teacher
Mrs N Lomas



April 2021

Dear Candidate

Site Manager

Thank you for your interest in the above post, which commences May 2021.

The Governors of Forest Town Primary School are seeking to appoint a Site Manager who will work as part of a highly committed and professional team, alongside our existing staff.

Further information about our school can be found on the school website
www.foresttownprimaryschool.co.uk

Please complete the application form in full to support your application.

Completed applications should be sent for the attention of the Head Teacher by post to the above address or via email to applications@foresttownprimaryschool.co.uk and should arrive no later than **9am** on the closing date, **23 April 2021**

Shortlisting will take place on **23 April 2021** and interviews will be held remotely on **26 April 2021**. Candidates called for interview will be contacted as soon as possible after shortlisting. If you have not heard from us by **23 April 2021**, please assume that your application has been unsuccessful. The successful candidate will be required to satisfy the Local Authority of his/ her fitness for application and the post is subject to an enhanced DBS check. We are committed to rigorous safer recruitment procedures.

In order to keep costs down, applications will not be acknowledged unless a stamped, addressed envelope/postcard is enclosed with the application form.

As visits cannot take place at this time, if you would like to have a conversation with a member of the leadership team prior to application, we would welcome this. Please let us know by email or telephone and we will arrange this.

On behalf of the Governors, may I thank you for your interest in this post. We look forward to receiving your application.

Yours faithfully,

Nicola Lomas
Head Teacher





Our school is situated on the outskirts of Mansfield, with children coming from both within and outside of our catchment area. We are a growing school having had a purpose-built Foundation Unit added to our school site in 2014. We cater for children aged 3-11. There are currently approximately 410 pupils on roll including our part-time F1 children.

Our school has a hall, library, canteen, a Foundation Unit, a Year 1 base designed for a play based curriculum for 2 classes moving from Early Years into Key Stage 1, 2 additional Key Stage 1 classes and 8 Key Stage 2 classes. We have an enclosed Early Years playground, 2 additional playgrounds, a trim trail, large field and 2 garden areas which are used for outdoor learning.

All of our classes have interactive whiteboards and the use of wireless laptops. We provide Every Child Counts interventions in our maths base as well as other targeted interventions including those intended to support speaking and listening. These are led by both teachers and teaching assistants.

Our school offers PE provision through our qualified sports coach who, as well as teaching PE to all children from Y1-Y6, offers a wide range of sporting clubs. We have just achieved the School Games 'Gold' award for a fourth time for our achievements in sport.

Parents are encouraged to get involved in the life of the school. We have a weekly family reading session 'Read Every Friday' when parents come into school and read with their children and 'Midweek Maths' sessions where parents and children work together on maths challenges. Parents join us each Friday afternoon for our celebration and class assemblies. Some of our parents also support the leadership team on our board of governors. We also have a newly formed PTFA.

In March 2017 we were again judged to be 'Good' by Ofsted and we are currently working hard to continue to improve our attainment for all pupils. We are proud of the way we work to develop each child, including our commitment to the school's nurture group. We have the *Marjorie Boxall Quality Mark* for our nurture provision – a key part of our school's ethos. We are also committed to the safeguarding of all children and have four highly trained Designated Safeguarding Leads including a Family Support Worker.

One of our children told inspectors that when he joined our school he was 'welcomed with open arms, because we're all equal here.' We totally agree with this sentiment and would be happy to welcome you into our school.