



## HADDON PRIMARY & NURSERY SCHOOL

Head Teacher: Miss N Capek  
Haddon Close, Westdale Lane, Carlton,  
Nottingham NG4 4GT  
Tel: 0115 952 3959  
Fax: 0115 952 1521  
e-mail: [office@haddon.notts.sch.uk](mailto:office@haddon.notts.sch.uk)  
website: [www.haddonprimary.co.uk](http://www.haddonprimary.co.uk)

---

**DREAM BIG, AIM HIGH**

---

January 2020

### Vacancy –Teaching assistant Grade 3

Thank you for expressing an interest in the above position which has become available at Haddon Primary and Nursery School. We are looking for an enthusiastic, responsible and caring person to join our experienced and committed team as we continue our drive to ensure our children ‘Dream big..... And Aim high.....’ and receive the very best primary education possible.

Please find enclosed with this pack:

- A covering letter
- The job advert
- The job description
- The person spec
- Application form
- Information about our school (further information can be found on our website)

If you are keen to be part of our very special team and school and believe you have the skills we are looking for we would love to receive an application from you. To apply for this post please complete the application form in as much detail along with a covering letter outlining your skills and experience to date which would make you the perfect candidate for this exciting role (most importantly let your personality shine through).

Haddon Primary and Nursery School is committed to safeguarding and promoting the welfare of children and young people, therefore all positions are offered subject to an enhanced DBS disclosure and references confirming your suitability to work with children.

The closing date for applications is 12pm on Thursday 6<sup>th</sup> February 2020 with interviews planned for the week of 10<sup>th</sup> February 2020.

I look forward to reading your application.

Miss Nina Capek (Head Teacher)



## **Haddon Primary and Nursery School**

Number on roll January 2020 – 215



Haddon is a unique school within our area and our ambition is to be the first choice school for all local families. As the only three phase primary school locally, we provide continuity of education from the ages of 3 to 11 years. The school's location and culture of good behaviour, facilitates a safe learning environment for our children with significant areas of outdoor green space in which to play and learn.

Our aim is to ensure that every child achieves their full potential, by providing an engaging curriculum, delivered by high quality teaching in a safe environment. By working as a whole school community with effective communication and high accountability throughout, we identify and address our weaknesses, whilst collectively celebrating successes and building upon our strengths.

Haddon Primary and Nursery school is located on Haddon Close in Carlton just off Westdale Lane. Carlton is a residential area just outside Nottingham City Centre. While there are a significant number of schools in Carlton, Haddon Primary and Nursery is the only full Primary school (Nursery to Year 6) within the Carlton Academy family of schools. There is good liaison and co-operation between our schools and an active family structure exists.

Over the past few years Haddon Primary and Nursery has been undergone a rapid transformation. In January 2016 Nina Capek joined the school as new Head teacher (initially as a temporary secondment but now permanent); In January 2017 we became an Academy as part of the very successful Flying High Trust; In 2018 significant building work was undertaken which has modernised our classrooms and enlarged our school hall to ensure the children have an environment suitable for 21<sup>st</sup> century teaching and learning and in September 2019 we were judged by OFSTED to be a "Good" school.

At Haddon we are fortunate to have large and attractive grounds which we aim to utilise as much as possible. As well as our extensive field we also have a trim track, sensory garden, orchard, large open play ground space, attractive quad area and climbing wall. There is also a dedicated outdoor learning space for the children in our EYFS unit.

In order to give everyone the opportunity to achieve their career ambitions, through progression within Haddon or across the trust, We have a strong commitment to staff development enabling you to continue to develop your practice and maximise your potential. All staff, no matter what their role or career stage, receive regular personalised training through the Candleby Lane Teaching Alliance, Notts CC, Flying High Trust, staff meetings and INSET days. Staff are given the opportunity to progress to the National Professional Qualification for Middle leadership, fully funded by the school as well as being given the opportunity to work across the trust, engaging in collaborative projects and potentially progression to designation as a specialist leader of education.

The school is well resourced with modern equipment including mobile smart boards, a class set of IPAD's and laptops, which are used as teaching aids across the school.

Currently, the staffing structure consists of 1 Head Teacher; 1 Deputy Headteacher; 8 teaching posts; 7 Teaching Assistants; 3 people in the office team; 7 mid-day supervisors; 1 site manager and 2 cleaners. The school also utilises external providers on a regular basis. All teaching staff have responsibility for at least one area of the curriculum and all staff contribute to extra-curricular activities.

Everything we do at Haddon is underpinned by our core DREAM (Determined, Respect, Enjoy, Achieve and Make Memories) values and our commitment to supporting everyone to DREAM BIG and AIM HIGH. We believe in educating the whole child by ensuring our curriculum is as broad, balanced, cross-curricular and relevant as possible and aim to offer our children a wide range of experiences and opportunities such as extra-curricular clubs, residential and day trips.

We believe we have the best children in the world and in September 2019 OFSTED stated 'Pupils relish the friendly, can-do atmosphere at this school. They know that staff care about them. They respect their teachers and appreciate that they make learning fun. Pupils are proud to take on responsibilities. Older pupils support younger pupils well at lunchtime. Pupils behave well, they think rules are fair. Pupils say that bullying does not happen. If people are silly, they say it is quickly sorted out. Leaders have created a climate where pupils feel safe and are keen to learn'

