

# TEMPORARY MINIBUS DRIVER



SAXMUNDHAM  
FREE SCHOOL

**£17,829 pro rata (actual £6,635 p/a)**

**18 hours per week  
Term-time only**

We are seeking a competent and enthusiastic Minibus Driver on a temporary basis to cover a period of absence. This likely to be a long-term temporary appointment, with the potential to run until summer.

Working 18 hours per week, you will transport students to and from home each day. You will be required to undertake all required checks and complete relevant paperwork prior to each journey.

## **The ideal candidate will:**

- Possess a category D, D1 licence or possess a PSV/CPC;
- Be able to demonstrate that you are a reliable, safe driver with a clean driving licence; ideally you will have appropriate driving experience;
- Be prepared to undergo a pre-employment health assessment;
- Preferably possess knowledge of the local area (not essential);
- Possess the ability to interact effectively with children and ensure their safety, ideally having experience of working with young people.

For more information about the School, and to download an application form, please visit:

[www.saxmundhamfreeschool.org.uk](http://www.saxmundhamfreeschool.org.uk)

Please return your completed application form to [hr@seckford-foundation.org.uk](mailto:hr@seckford-foundation.org.uk), or by post to HR Dept, Marryott House, Burkitt Road, Woodbridge, Suffolk IP12 4JJ; please specify which role you are applying for.

**Closing date: 9am on Wednesday 27 March 2019.**

***We reserve the right to appoint before the closing date for the right candidate.***

Please feel free to visit the school any time during the day, by calling them directly (01728 633910) to arrange an appointment.

*The Seckford Foundation Free Schools Trust is committed to safeguarding and promoting the welfare of children and young people and successful candidates will be subject to an enhanced check from the Disclosure and Barring Service (DBS).*

# WELCOME FROM THE HEADTEACHER



SAXMUNDHAM  
FREE SCHOOL



I am proud and privileged to lead Saxmundham Free School. My team and I are absolutely dedicated to the development of a safe, vibrant, successful and student-centred place of learning; we believe that our young people are capable of truly fantastic things and we expect them to strive to achieve their very best whilst studying with us. Working with parents, carers and the local community, we look to provide a range of opportunities for our students to enjoy their learning and excel.

Our students tell us that they value the way lessons are delivered at Saxmundham and the strong relationships that exist in school between students and staff. This is only possible because of our small size.

We offer a traditional curriculum that enables our students to flourish academically and lay the foundations for their successful progression into post-16 learning.

Our strong pastoral support system and wide range of enrichment activities help our students to develop and contribute positively to the local community. As an inclusive school we celebrate the successes of all our students together as a community and we have aspirations that everyone will make progress over and above the national average. Full details on our curriculum and our enrichment activities are available on our website.

At the heart of our success will be a strong and positive partnership between parents/carers, students, teachers and wider friends of the school. Our '6Cs to Success' underpin how we expect every member of our school community to approach learning and behaviour. To facilitate excellent communication we encourage open dialogue between home and school. To read more about our vision and ethos, please visit <http://www.saxmundhamfreeschool.org.uk/us/vision-ethos/>.

I invite you to visit us and meet our students to find out more about our offering. Please contact us to arrange a visit.

Thank you for your interest in our school, and I would like to take this opportunity to wish you well in your application.

A handwritten signature in black ink, appearing to read 'David Lees', enclosed within a simple, hand-drawn oval shape.

David Lees  
**Headteacher**

*"Ofsted inspectors praised Saxmundham Free School for its high aspirations and expectations of students and staff. GCSE results have risen significantly, with many students achieving top 7, 8 and 9 grades (equivalent to A, A\* or higher) in August 2017."*

# APPLICATION INFORMATION FOR APPLICANTS



SAXMUNDHAM  
FREE SCHOOL

Applications will only be accepted from candidates completing the application form in full. CV's will not be accepted in substitution for completed application forms in the absence of good reason, although you may refer to the CV in the relevant section of the application form.

Interviews will be offered to those applicants that best demonstrate how:

- Skills, abilities and experience match the person specification and job description; and
- You evidence your commitment to the needs of the role in the Free School.

**Closing date for applications: 9am on Wednesday 27 March 2019;** we reserve the right to appoint prior to closing date so please submit your application early to avoid disappointment.

## **Any questions?**

If you would like an informal discussion about any aspect of the role, please contact the School Administration Manager on 01728 633910.

## **Applying**

If you decide to apply for this position please return your completed application form ([www.sffst.org.uk](http://www.sffst.org.uk)):

**e-mail to:** [hr@seckford-foundation.org.uk](mailto:hr@seckford-foundation.org.uk) (preferable)

**or by post to:** HR Dept, Marryott House, Burkitt Road, Woodbridge, Suffolk IP12 4JH

*All appointments are subject to the usual pre-employment checks to meet vetting and barring requirements. For more information about the application and vetting process please refer to the Explanatory Notes provided on the website.*