



Havannah First School
Primrose Lane
Newcastle Great Park
Newcastle upon Tyne
NE13 9FR

0191 2855141

Headteacher: Helen McKenna

Challenge, Equality & Opportunity

April 2025

Appointment of Teacher

Dear Applicant,

Thank you for your interest in the full time post of Teacher at Havannah First School. This position has come about as a result of our expansion in Reception from 60 children to 90 children.

Havannah First School is situated on the North West of Newcastle Great Park. We were previously Broadway East First School and relocated to our brand new building and site in April 2022. The new school is a really special place to learn and work and we are extremely proud of what we have created. The building is spacious, light and well resourced. Our grounds are state of the art with an extensive outdoor learning area, a bike track and a Wi-Fi enabled outdoor classroom. Our whole staff team is committed to providing a first class education for children and the school is very highly regarded by the local community. We value everyone's contribution and are committed to high standards of learning and behaviour. Excellent relationships underpin our ethos and success.

First schools are part of the 3-tier education system in Gosforth where there are nine first schools and two middle schools forming the Gosforth Schools' Trust. The age range of our children is 4-9 years. Our current location is in a vibrant, evolving and diverse part of the city and we have excellent opportunities for working together with our partner schools in the Trust. At present, we have 300 children on roll and 10 classes. We are gradually expanding our numbers and over the next few years, we expect to reach our capacity as a three-form entry first school of 450 children.

This post is to work initially in Reception. We are interested in applications from ECTs and experienced teachers. This post is temporary with a view to becoming permanent after one year. In Reception, we will have three classes in our setting. These are newly resourced and we have a superb outdoor learning area which enables high quality learning. Our Reception team is strong and very well led by our Early Years Lead, Rebecca Storey. We strongly recommend that you visit the school to see what we have to offer to staff and to children.

To be successful you must be able to demonstrate that you are an excellent teacher with genuine commitment to education and inclusion. The ability to work as part of a highly motivated and committed whole staff team is also essential.

The planned recruitment procedure for this post is as follows (*although may be subject to change depending on the number of applicants shortlisted*):

- **Visits – Tuesday 29th and Wednesday 30th April at 4.00pm**

Please inform school by telephone if you would like to attend on one of those dates.

- **Initial Shortlisting**

School will shortlist **on Monday 5th May** and we will contact those on the shortlist on the same or next day.

- **Interviews and recruitment activities**

We will invite those who are shortlisted to school in the week beginning 12th May and Final Interviews will take place on Monday 19th May.

I hope that the information above, on our website and on our school Instagram account will encourage you to apply for this post. Please do not hesitate to contact us if you have any questions about the post or the school.

The school is fully committed to safeguarding and promoting the welfare of children and young people. The successful applicant will be required to obtain an enhanced DBS and a range of other recruitment checks.

Please also find on the website:

- Application form
- Safer Recruitment Statement
- Job description
- Person specification

For detailed information about our school, please visit our website at www.havannah.newcastle.sch.uk. Hard copies of documents are available on request from the school, **although we would prefer electronic applications via email.**

The closing date for applications is 12pm Friday 2nd May. Please submit by email to admin@havannah.newcastle.sch.uk and ensure that you include the Safer Recruitment form in your application.

Yours faithfully,



Helen McKenna
Headteacher