

FCJ Primary School

Check List – Teacher (Parental Leave Cover)



Before you submit your application for the experienced **Teacher (Parental Leave Cover)** role, please ensure you have completed the checklist below:

1. Provide a handwritten application form, signed and dated to HR Manager and emailed to hr@fcj.sch.je .

Yes ☐ No ☐

2. Completed the Consent to Obtain References form.

Yes ☐ No ☐

3. Ensure you have read and understood the Job Description, Person Specification and Guidance Notes.

Yes ☐ No ☐

4. Provided a covering statement to support your application.

Yes ☐ No ☐

Thank you in advance.