



# Schools' Guide

Quality teacher recruitment through friendly, personal service



## Step Teachers – always available

Unexpected teacher absences or vacancies often seem to come at inconvenient moments; usually when your school is most stretched.

**Step Teachers** was founded by qualified teachers, hence we know the importance of an instant response; whatever the day or time. For this reason we are on-call and prepared, 24 hours a day, 365 days a year; to provide you with the right supply staff. A response to your call is guaranteed within 15 minutes.

## Testimonials

“All the staff are very helpful and contact with my school’s designated agent is excellent, giving me a really personal service feel.”

“The teachers supplied by Step Teachers are always of a high quality.”

“Excellent service, high quality of staff and honest consultant – what more could a cover coordinator ask of a company?”

“Step understand the needs of our particular school and their staff work hard to fulfil them”

“We value Step’s commitment to the work and most of all we value the communication links between them and us.”



## Permanent teacher recruitment

So many of your school's valuable resources are spent on recruitment. Advertising, vetting, short-listing, they are a drain on your time and your finances. So why not get **Step Teachers** to do all this for you?

When a vacancy arises, we will liaise with you, advertise the position, vet the candidates and put a shortlist into your hands; all ready for you to begin interviewing. In the event of a post not being filled, we will repeat the process until you get the right candidate. That is our guarantee.

## Quality Assessment – a merit-based teacher grading system

Quality Assessment is our merit-based grading system which is unique to **Step Teachers**. Each of our teachers is graded according to their experience and performance in schools. **Step Teachers** always requests feedback from schools on all of our teachers, which is then relayed back to the teacher, incorporated into their Quality Assessment grading and helps towards their CPD. This ensures that you receive only high-calibre, experienced staff for your long-term, short-term and permanent vacancies.

## Flexible approach to charging

At **Step Teachers**, we believe that people should come before profits and numbers. That is why we grade teachers on a three point sliding scale, depending on their Quality Assessment; giving schools flexibility in the price they pay.

**Step Teachers** offers you:

- **REC** approved placement fees.
- **'Try-a-teacher' scheme**; proportional fees for secondments.
- A fair **refund policy** if you are not satisfied with our services.
- **Our charges are transparent**, so that you can see exactly what you are paying for.

## Recognition of excellence

Our DCSF **Quality Mark** award is an official endorsement of the high standards of service that **Step Teachers** continues to provide.

To maintain these standards, we provide:

- **New CRB checks for all our teachers.**
- **Face-to-face interviews.**
- **Quality Assessment** – allows schools the opportunity to contribute to the teachers' pay assessments.
- **Teacher Vetting Checklist** – with each new teacher, you will receive a comprehensive vetting checklist, in line with OFSTED requirements.
- **Assignment Confirmations** – you will receive written confirmation of every assignment with details of cost, dates and the teacher's photo to enable you to identify them.

For further information  
call us free on

**0800 026 3334**

or visit

[www.stepteachers.co.uk](http://www.stepteachers.co.uk)

'The Home of Quality Teaching'

Supporting and valuing schools

Friendly  
Effective  
Dependable  
Experienced

## The Home of Quality Teaching

To maintain **high standards**, schools must recruit and keep good teachers. But a growing shortage of **high-calibre teachers** across the country is making this harder and harder to achieve.

One of the best ways to ensure vacancies are filled by qualified, effective staff is to use a teacher recruitment agency that moves beyond the traditional 'client/supplier' way of operating.

**Step Teachers**, recognised for our high standards by being awarded the DCSF Quality Mark, offers friendly, personal service tuned to your school's specific needs.

Since our founding in 2000, we have grown significantly but always maintained that personal approach. School feedback tells us this is what you value most.

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'The Home of Quality Teaching'



## Genuine interest in your success

Partnering with Step Teachers, means teaming up with an organisation with a 'friendly personal service' at its core. You will also find that the service we provide for your school comes from a genuine desire to see your school succeed.

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## What's your next step?

Book your teacher online at

[www.stepteachers.co.uk](http://www.stepteachers.co.uk) or

call us free on 0800 026 3334

Office hours 7am – 7pm

Consultants on-call evenings, weekends and even national holidays.



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Quality Mark

department for  
children, schools and families

