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A SPECIALIST LEARNING COMMUNITY

Trust CEO and Executive Principal: Ms A Y Holdsworth
Headteacher: Mrs L Parrish

Dear Prospective Candidate,

Thank you for expressing an interest in our recently advertised post, we look forward to being able to appoint enthusiastic and motivated colleagues. We seek staff who are willing to contribute to the life of our busy, happy and successful school, supporting fundraising initiatives and assisting with arranging a variety of events outside our normal working day.

Please do take time to look at our school website which will give you more information about our setting and how it works. This should help you to decide whether you wish to apply for the vacancy and to support you with the application itself. Experience of working in a special school environment is of course helpful, but is not always essential.

Please take particular note of the person specification of the role in which you are interested. You should ensure that, in your application, you address the items indicated in the person specification, as well as indicating your general experience and interests. This is how we short-list potential candidates and make an assessment at interview.

As part of Safer Recruitment in Schools, we are particularly concerned with gaps in your employment history. References will be followed up in detail and should be professional rather than character references; if you have any concerns about this please do not hesitate to contact school to discuss this further. Unfortunately, due to the short time frames involved, it will not be possible to offer general tours of the school.

Potential candidates may wish to be aware that Tor View School converted to Academy status on 1st January 2017. We certainly wish to attract the best quality candidates to join our team and so, for those who are currently employed in a local authority role, please be advised that the Governors will endeavour to uphold any transferrable terms and conditions. If you have any questions or concerns about this, I would encourage you to contact our School Business Manager (Katrina Brockbank) in the first instance.

Once again, thank you for your interest and we look forward to receiving your application.

Kind regards

Mrs L Parrish
Headteacher

inspire, learn, enjoy and achieve

