September 2017

Dear Applicant

As Chair of Governors I would like to thank you for your interest in the position of Assistant Headteacher at St Bernard’s RC Primary School.

Your application will be very welcome. Please do also take up the opportunity available to visit the school.

St Bernard’s RC Primary School is blessed with very hardworking staff, children who “are polite

and caring, confident and articulate, and always ready to help others.” (OFSTED March 17), and very committed parents. We have a dedicated Governing Body who are very supportive of all aspects of school life and we can offer you a great school environment that will encourage you in your new role.

We were delighted that Ofsted recognised St Bernard’s RC Primary School as a ‘good’ school in March 2017.

Please forward your completed application and supporting statement to Mr J Walsh, Chair of Governors at the school address admin@st-bernards.manchester.sch.uk

The closing date is noon on Friday 29th September. Shortlisting is Monday 2nd October 2017.

If you do not hear from us by Tuesday 3rd October then you can assume that, on this occasion, you have not been shortlisted.

The Governors of St Bernard’s RC Primary School hope that you will wish to play a part in the continuing success of our school, and we wish you good luck in your application.

Yours faithfully

*James Walsh*

James Walsh

Chair of Governors