Where boys learn best

Ms Siobhan Denning – Headteacher

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**www.theforestschool.net**



CPS/ewt

2nd February 2018

Dear Candidate

**Post of Headteacher: The Forest School - Job Reference 16340**

# Thank you for the interest you have expressed in the above post. I am delighted you would like to be a part of our mission to find our next inspiring Headteacher.

I am pleased to include the following for your information:

* Information about The Forest School
* Job Description
* Person Specification
* School Prospectus
* Information on the locality
* Application form
* Safer Recruiting form
* Child Protection Policy statement

In your letter of application, please address the person specification and the qualities you have which satisfy the abilities we are looking for. Wherever possible, provide evidence of impact from your experience as a school leader.

Your letter should be no more than two sides of A4 when typed.

Visits to the school are warmly encouraged. Please contact the school office on 01403 261086 or [office@](mailto:office@xxxxxxxx.w-sussex.sch,uk)theforestschool.net to arrange a visit during February and March.

The closing date for applications is **Tuesday 22nd February 2018** and shortlisting will take place on **Thursday** **1st March 2018.**

Interviews will be held on **Monday 19th and Tuesday 20th March 2018**.

Please return your completed application form and supporting letter to:

email: [HRSchoolAdverts@westsussex.gov.uk](mailto:HRSchoolAdverts@westsussex.gov.uk)

*Or post to:*

HR Recruitment

Job Reference No: 16340

West Sussex Capita Partnership

Ground Floor

The Grange

Chichester

PO19 1RG

The Forest School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. There will be a need for the successful applicant to undertake a criminal record check via the DBS.

References, one of which should be your Chair of Governors/Headteacher and the other your local authority, may be sought as soon as applications are received. All applications will, of course, be treated with the strictest confidence.

Please let me know if you need any support to enable you to participate in the recruitment process.

I look forward to receiving your application.

Yours sincerely

**Cliff Purvis**

Mr Cliff Purvis

Chair of Governors