



Dear Applicant,

June 2017

COVER SUPERVISOR

Thank you for requesting details of the above post.

I enclose an application form, together with a Job Profile and Personal Specification.

Our vision statement describes us as being on a 'Journey to Excellence' and we are aiming for outstanding in all aspects of our work at the college. We are very proud of our students and of the high standards of work, achievement and behavior at the college.

The Cover Supervisors at Ivanhoe College are a highly dedicated team of people, ensuring high quality learning is provided in lessons when teachers are absent. We strive to provide the very best education for all our students and want to see them achieve their potential in lessons and this is always the focus of our work. We are also interested in helping our students to develop healthy and positive lifestyles and to enjoy taking part in a range of activities so that lifelong positive habits are promoted.

We are looking to appoint a Cover Supervisor to join this successful team and to work with our teachers to further promote high standards and levels of achievement at Ivanhoe College.

This is an exciting opportunity for someone with an interest in educating young people, and possibly someone who is working towards a career in teaching. You need to be someone who understands the power of education in changing lives and who wants to work hard in a team to further their own career. Ideally you will already have some experience of working with young people aged 11-14 and enjoy working with teenagers. Please see our website www.ivanhoe.co.uk for further information and read carefully the 'Information for Applicants' document. You are very welcome to visit the college to find out more about us and the role before you apply.



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If Ivanhoe College and this role sound like the ideal next step in your career, I hope you will feel encouraged to apply.

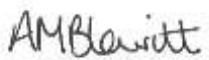
Please send a letter, maximum 2 sides A4, which specifically addresses the requirements of this post, together with your application form.

The letter should address the following points:

- What particularly appeals to you about this post and how your past experience and skills have prepared you for this post
- Successful experience of working with young people

Your application form should be returned to Mrs D Perry by post or email to vacancies@ivanhoe.co.uk no later than 12:00 noon Tuesday 27th June. If you have not heard from us however by Monday 3rd July please assume that on this occasion your application has been unsuccessful.

Yours sincerely,

A handwritten signature in black ink that reads "AM Blewitt". The signature is written in a cursive, slightly slanted style.

Anne-Marie Blewitt
Principal