8th March 2017

Dear Applicant

**Post Applied For: EYFS Teacher**

Thank you for applying for the post of EYFS Teacher at our Academy.

At our Forest Academy we are committed to safeguarding and promoting the welfare of children and expect staff to share this commitment. An enhanced DBS check is required for appointment to this post and all spent convictions must be declared. The Synaptic Trust pays 1% above the National Pay Scales and a further 1% after three years. We also have a Simply Healthcare Plan, a staff wellbeing budget and an Employee Assistance Programme.

Please find enclosed:

* Job Description
* Person Specification
* Application Form

On a separate piece of paper, please state why you think you would be suitable for the post. **When writing your letter of application, please write to the Person Specification and not the Job Description.**

Please note that applicants will not be considered if all points are not addressed.

**Closing date: Tuesday 21st March 2017 @ noon**

**Shortlisting: Tuesday 21st March 2017**

**Interviews: Tuesday 28th March 2017**

**Start date: ASAP**

Please do not hesitate to contact me if you have any queries or would like to visit the school before applying for the position. We look forward to hearing from you and good luck!

Yours sincerely

**Mrs Lucy Campbell**

Head of School