



Bishop Ullathorne Catholic School

Leasowes Avenue Coventry CV3 6BH

Telephone: 024 7641 4515 Fax: 024 7669 2253

Email: admin@bishopullathorne.co.uk

www.bishopullathorne.co.uk

Executive Headteacher: Miss J A Byrne

Head of School: Mr C Billings

October 2017

Dear Applicant

Cover Supervisor

Thank you for the interest you have shown in the position of temporary Cover Supervisor at our school.

Enclosed is an application pack which provides you with details of this post, as well as information about our school.

Please use the CES Form for your application and complete Section 6, the Supporting Statement, using the job description and person specification, as these outline the requirements we are looking for.

The closing date for returns of applications is **Thursday 19 October 2017**. Whilst an e-mailed application will be accepted on that date, a signed application must either follow in the post or be hand-delivered.

On receipt of your application form, we will be applying for references.

If you have any queries regarding the post, please do not hesitate to contact me.

Yours sincerely

C Billings

**C BILLINGS (MR)
HEAD OF SCHOOL**