March 2018

Dear colleague,

Thank you for your enquiry about the vacancy for the post of **Head of Economics & Business Studies** at Morpeth School. We are pleased that you are interested in finding out more about working here.

Please see the school website [www.morpethschool.org.uk](http://www.morpeth.towerhamlets.sch.uk) for further information about the post, some background information on the school, the job description/selection criteria and the application form. **Please note that candidates will be expected to address the Selection Criteria in the supporting statement section of the application form.**

If you cannot access the recruitment pack or application form from the website, it is available from the HR Officer [einglis@morpeth.towerhamlets.sch.uk](mailto:einglis@morpeth.towerhamlets.sch.uk).

Please return your completed application form to **Elspeth Inglis - HR Officer**, by email to [recruitment@morpeth.towerhamlets.sch.uk](mailto:recruitment@morpeth.towerhamlets.sch.uk) or to the school address by **12 noon on Wednesday 18th April**. Successful applicants will be contacted by telephone/email and invited for interview at the school on Monday 23rd April. Unfortunately we are not able to contact unsuccessful applicants individually. If you have not heard from us by Friday 20th April, please assume you have not been shortlisted.

Please note that as this post involves working with children, it is exempt from the Rehabilitation of Offenders Act 1974, which means that all convictions, cautions and bind-overs (including those regarded as ‘spent’ for other purposes) must be declared if you are invited to interview. Please see the application form for further details.

Yours sincerely,

Jemima Reilly

Headteacher

*Morpeth School is committed to Equal Opportunities and Safeguarding Children policies*