Reference: CRE/SRO

March 2018

Dear applicant

I am delighted you have taken an interest in the position of Key Stage Co-ordinator of Science at Clayton Hall Academy, part of the United Endeavour Trust. Your application will be the first step in joining our ambitious and expanding team, and coincides with an exciting phase of our development as we progress our Academy and grow our MAT.

Our aims are:

* To provide all students with a rounded education by supporting their learning.
* To improve their well-being.
* To contribute to the cohesion of the communities we serve, involving our students as

 active citizens within these communities.

We need passion and commitment; the right candidate will be able to inspire our young people and believe in them. You will be well supported by the school’s staff and by me personally, and there will be opportunities for cross-federation co-operation and career progression within our MAT. Prospective candidates are more than welcome to visit us prior to application and meet some of our dedicated team.

If you would like to join us, to help to develop the department further towards its goal of becoming ‘Outstanding’ and to work at Clayton Hall Academy, please outline your experiences and philosophy to date. Your letter of application should be no longer than 2 sides of A4 and should address the following questions;

1. How do you ensure that students make progress in Science?
2. How do you motivate students to engage with Science?
3. What qualities or skills do you have that could contribute to the Department’s drive towards ‘Outstanding’?

I look forward to receiving your application.

Yours sincerely

Caty Reid

Principal