



Dear Applicant

**Position: Teacher of English – Maternity Cover**

**Closing Date: 9.00am – Monday 1<sup>st</sup> October 2018.**

Thank you for your interest in the above post at Wollaston School.

Please find enclosed – if this application has been posted to you – an application form (with guidance notes for completion at the end) together with a job description/person specification for this role. Alternatively, each of these documents can be found on the 'Vacancies' section of the school website.

We do require all candidates to complete and submit a teaching staff application form prior to the closing date for this post, which should either be returned directly to the school address (given above) or can be submitted electronically to: [l.nixon@wollaston-school.net](mailto:l.nixon@wollaston-school.net). In your application, you are asked to identify clearly how you meet the requirements of the post as outlined in the person specification. You may also submit a CV to support your application form if you wish.

Interviews are likely to be held week beginning Monday 8<sup>th</sup> October 2018 and all invited candidates will be contacted directly after our shortlisting stage is complete. If you are not selected for interview in due course, then could I thank you in advance for the interest you have shown in Wollaston School by making an application to join us, and wish you every success in the future.

We look forward to hearing from you.

Yours sincerely,

**James Birkett**  
**Headteacher**  
Tel: 01933 666 501