**DIOCESE OF LANCASTER EDUCATION SERVICE**

Date as postmark

Dear Colleague

Thank you for your interest in the post of Headteacher at St Bernadette’s Catholic Primary School, Blackpool, one of our diocesan schools.

In the information prepared by the school you will have a copy of the Diocesan Equal

Opportunities Statement adopted by the school. You will also note that the appointment will be under the terms of the Catholic Education Service contract. If you are not familiar with this contract, it can be found on the CES website.

The school’s governors will offer the successful applicant a contract based on this CES model. As a possible candidate you may be uncertain about the contract in relation to your personal circumstances or previous teaching experience, especially if you are not currently teaching in a Catholic school.

The diocese and the school’s governors are fully aware that everyone’s experience and circumstances are unique and we find that any concerns can sometimes be resolved through a confidential prior discussion. Therefore we offer all candidates the opportunity to discuss these issues in complete confidence should they wish to do so. Please feel free to contact ***Canon Luiz Ruscillo Tel: 01524 841190*** prior to making your application or at any time during the appointment process.

I hope that you will find the post interesting and make an application. I should like to wish you success with this application and with your professional career.

Yours sincerely

***Leonard Hampson***

Leonard Hampson

Senior Education Consultant

Lancaster Diocese

On behalf of the Governing Body