

Executive Principal

Mr Mark Morrall MA MEd Chingford Academies Trust Nevin Drive, Chingford London E4 7LT Tel: 020 8529 1853 Fax: 020 8506 3875

> Sixth Form Centre Tel: 020 8506 3871

www.chingford-school.co.uk

Dear Applicant

Thank you for your interest in the recently advertised post, details of which can be downloaded from our website. Please remember to download and complete the Ethnicity Form as well as the application form when applying for this vacancy.

Chingford Foundation School is a successful co-educational Academy with Sixth Form. Our 'personalised' structures and systems enable us to learn each student's strengths and areas for development to a degree that makes us an example of 'good practice' for other schools. Our combined specialism's in Arts and Humanities subjects mean that innovative, high quality provision is available to enable students to develop their specific aptitudes and skills and we hope you will enjoy, should you be appointed, being part of the team that helps deliver this to our students in whatever area you will be employed.

Chingford Foundation School is absolutely committed to safeguarding children and young people. To that end Disclosure and Barring (DBS) checks will be made on all applicants for posts at our school. This will include: checking a valid passport or driving licence and birth certificate to check identity, contacting referees for each shortlisted applicant. All appointments are made subject to List 99 checks.

A previous conviction will not necessarily bar someone from being appointed, the specifics of the nature and date of the conviction will be taken into account.

In addition, all applicants will be required to satisfy the school that they are permitted to work legally in the UK.

Your application should be received by the school either by post or via email on the closing date and time stipulated in our advertisement. If returning your application by email please ensure that your form is signed (a scanned signature will be accepted) otherwise your form MUST be returned by post.

May I wish you every success in your application.

Yours sincerely

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Human Resources Manager