June 2018

Dear Candidate

Thank you for expressing an interest in the post of Advanced Teaching Assistant.

It gives me pleasure to provide details of an exciting post in a school that prides itself on delivering a rich range of opportunities for its students.

Significant improvements have been made across the school over the last few years and this is reflected in a harmonious and supportive environment. We have created an innovative, enjoyable and highly professional environment for students and staff and the school is making a real difference to the lives of our students. I am proud of the progress we have made as standards of achievement have continued to rise and am confident that we have appropriate strategies in place for further and sustained improvement.

We moved into our new buildings in June of 2014 and since then have welcome girls into all year groups in the lower school alongside broadening our curriculum and developing an exciting Sixth Form offer.

The diversity of the school community ensures that Bow is a vibrant and interesting place to work. We provide excellent support systems and structures for all staff and are committed to the professional development of all staff. The successful candidate will be entitled to a full training programme in line with school improvement priorities and personal appraisal targets.

As an employer we are committed to safeguarding and promoting the welfare of children. Enhanced DBS clearance is a statutory requirement for all positions.

The post requires a colleague with excellent literacy, numeracy and ICT skills; the ability to communicate effectively; the ability to establish and maintain effective working relationships; show initiative and accept guidance. If you have the professional and personal qualities to be that person I can promise you a real sense of achievement and first class development opportunities.

Applicants should complete an application form (CVs are not acceptable), and write a concise statement of no more than two sides of A4, outlining how their achievements and experiences make them a suitable candidate for this post. The form and statement should be returned hr@bow-school.org.uk to arrive no later than **midnight on Sunday 24th June 2018**.

May I wish you every success in your application.

Danny Lye
Associate Headteacher

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