

September 2017

Application for the post of Head of English

Thank you for your interest in the vacancy for the above position.

Valence School is a Kent County Council Foundation residential and day Special School for students, aged from 4 to 19, with physical disabilities, complex medical needs and associated learning difficulties. It is part of the Kent Special Educational Needs Network.

We have a large, dedicated staff team of over 250 people providing specialist teaching, social care, therapies and nursing care to an exceptionally high standard.

Valence School is a supportive environment and a rewarding place to work, and whether working directly with our students or in a school support role, every member of staff participates in enabling students to learn and aspire to achieve meaningful independence. Students flourish in a supportive but challenging environment, making good educational progress and achieving a range of accreditation as they get older.

Please find enclosed the following forms:

- Application Form } to complete and return
- Equality Monitoring Form } to complete and return
- Child Protection Statement and Mission Statement
- Copy of the Advertisement
- Job Description and Person Specification.

The closing date is **2 October 2017** and we look forward to receiving your completed forms at your earliest convenience. Interviews will be held the week commencing 16 October 2017.

Valence School is committed to safeguarding and promoting the welfare of every student and we expect all staff to share this commitment. Successful applicants will need an enhanced Disclosure and Barring Service check and references will be taken up before interview. Please note that smoking (including e-cigarettes) is prohibited within the school premises and grounds.

Should you require any additional information or would like to arrange an informal visit to the school please do not hesitate to contact us.

Yours sincerely
Sarah Lowndes
HR Officer