

INSPIRATIONAL Box Hill School

Dear Applicant,

Thank you for taking the time in applying for this advertised position and for your interest in Box Hill School.

Please find enclosed:

The application form and explanatory notes regarding completion of the form and recruitment process.

A job description.

The School's Child Protection Policy Statement.

To be considered for the post please return the correctly completed application form and equal opps. form, no later than **Monday 30 April 2018 by 9am** along with a formal letter of application outlining the skills you feel you possess that are necessary for the role.

The school does not normally contact candidates who have been unsuccessful in being shortlisted. If you do not hear from us within three weeks or by the interview date, please assume that you have not been successful. For this reason we thank you in advance for your application and the time that it has taken to put together. Please note, we do keep applications on file and in some circumstances may contact an applicant at a later date.

Yours faithfully



Corydon Lowde
Headmaster

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