



St Francis of Assisi Catholic Primary School

Southgate Drive, Crawley, West Sussex, RH10 6HD

Tel: 01293 521009 - Fax: 01293 521041

Headteacher: Mr Tim Hallett BA Hons QTS NPQH

E-mail: office@st-francisassisi.w-sussex.sch.uk

Website: www.stfrancis-school.com



28th February 2020

Dear Sir/Madam,

I am delighted that you are considering applying for the position of Class Teacher. Please find attached an application form, an Employee Specification and a Job Description. Please specify (if necessary) where you would choose to teach (KS1, KS2, EYFS, etc.) to enable us to consider more closely this preference.

If you decide to apply for this post, I would be most grateful if you would return applications with a supporting statement to the school either by post or email to: thallett@stfrancisassisi.org.uk All applications will be considered on receipt.

I look forward to receiving your application in due course. Please feel free to contact me if you have any questions or if you would like to arrange a preliminary tour of the school and I would be delighted to show you around.

Please note that unsuccessful applications will not be notified.

Yours sincerely,

Tim Hallett
Headteacher