Bentley Wood High School
Clamp Hill, Stanmore, Middlesex, HA7 3JW
T: 020 8954 3623
E: schooloffice@bentleywood.harrow.sch.uk
www.bentleywood.harrow.sch.uk
Headteacher: Dr Janice Howkins MA NPQH

Learning today, leading tomorrow

Bentley Wood High School for Girls

Assistant Site Supervisor

Application pack

Thank you for your interest in the post of Assistant Site Supervisor. The application pack consists of:

- This covering note
- A copy of the advertisement
- A job description for this post
- An application form
- A Safe Working Practices Agreement
- The school prospectus (downloadable from our website, www.bentleywood.harrow.sch.uk).

Please note:

- **Closing date:** Noon on Tuesday 27th August 2019
- **Electronic versions of the application form:** These are available on our School website or by email.
- **Interview date:** TBC
- **References:** Please ensure that you provide **email addresses** for all your referees as we may request references by email. **A mobile number** for them would also be useful.
- **If you have any queries regarding this post:** Please contact the Headteacher, Janice Howkins via the School's admin office on 020-8954 3623 or recruitment@bentleywood.harrow.sch.uk.
- **How to apply and where to send your completed form:** Please complete the application form with a letter of application outlining why you would like this role, what you would bring to it and how your skills and experience match the demands of the post.

Please send your completed forms by email to recruitment@bentleywood.harrow.sch.uk or by post to Janice Howkins, Head teacher, at the above address.

We look forward to reading your application and thank you for your interest in our school.

Yours faithfully

Janice Howkins

Janice Howkins
Head teacher

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