



KING JAMES'S SCHOOL

A SPECIALIST SCIENCE COLLEGE

ST HELEN'S GATE - ALMONDBURY – HUDDERSFIELD - HD4 6SG

Registered Company Number 08164889

Telephone: 01484 412990 Fax: 01484 412991 Email: office@kingjames.school

Principal: Ian Rimmer

December 2017

Dear Applicant

Isolation Manager

Thank you for the interest you have shown in the above role at our school. I hope the information in this pack, along with additional information on our website, encourages you to apply to join our fantastic team.

We are looking for a dedicated individual to manage the Isolation Unit dealing with students who have been excluded from their lessons. You will be responsible for ensuring student behaviour is maintained and that students complete their work as required. You will take the lead in school on behaviour management strategies and also support students in the classroom.

We are looking for someone with excellent communication skills as you will need to liaise with a variety of people on a regular basis. Excellent interpersonal skills are also essential, as is the ability to work as part of a team. Previous experience in a similar role would be an advantage.

King James's is a popular and substantially oversubscribed school. Our students are motivated, keen to succeed and realise their full potential and move onto the next stage of their education.

We are committed to safeguarding and promoting the welfare and safety of children and young people and expect all staff to share this commitment. All staff will be subject to an enhanced DBS check.

Please find attached all relevant documentation. I hope you think you have the skills and experiences we are looking for. Applications can be submitted via post to the above address or email to Tracey Brook, the Principal's PA, staff.tbroom@kingjames.school. Please note the deadline for applications is **Friday January 5th 2018.**

Yours faithfully

Carol-Anne Lockwood
HR Manager

