

How to apply

We do hope that this pack provides you with much of the relevant information needed to help you decide if you would like to apply for the post of Headteacher at Norman Street Primary School. Please also browse our website, which we hope will give you a feel for our school, its ethos, and the way it runs.

Visits to the school are welcome and encouraged. Please contact hr@normanst.cumbria.sch.uk to arrange a visit.

Should you choose to submit an application, please complete the application form and submit it with an accompanying letter stating how your skills and experience meet our Job Description and Person Specification and also give an overview as to what your first priorities would be if you were appointed to the post

Key dates are summarised below:

Date/time	Key events	Additional information
4th to 10 th January 2023	Visits to school	We would encourage you to explore our website to gain a greater understanding of our school prior to visiting.
Thursday 5 th January 2023	Closing date for applications	Your application form and covering letter should be emailed to Mr Rev. Keith Teasdale, Chair of Governors – hr@normanst.cumbria.sch.uk or sent by hard copy to arrive at the school by the deadline.
11 th January 2023	Shortlisting will take place	
16 th January 2023	We will contact you if we require for you to attend an interview	
Tuesday 24 th January 2023	Interview day 1	
Wednesday 25 th January 2023	Interview day 2	Not all candidates invited to day 1 of the interviews may be required to attend on day 2.

We look forward to hearing from you in due course.