March 2019

# Dear Applicant

Teacher of geography and history

Thank you for your interest in the above post. Please find enclosed:

* Application form
* Job descriptions
* Person specification
* Information about Rawlins and the post
* The Rawlins Way
* Prospectus available to view/download from our website [www.rawlinsacademy.org.uk](http://www.rawlinsacademy.org.uk) – select admissions
* Recruitment and safeguarding policies – available to download from our website

Rawlins is a popular academy and an rewarding place to work.

The closing date for applications is Monday 18 March at 09:00 am.

I hope that, having read the details of the post, you will choose to apply; when submitting your application please include a short letter. If you would like to discuss the post or visit Rawlins before applying, please contact Laura Watts, Director of Learning on: [laurawatts@rawlinsacademy.org.uk](mailto:laurawatts@rawlinsacademy.org.uk)

Completed applications should be marked for my attention.

If you have not heard from the academy within two weeks of the closing date, please assume that you have not, on this occasion, been successful.

*Rawlins is committed to safeguarding and promoting the welfare of young people and expects all staff and volunteers to share this commitment. This post is subject to an Enhanced Disclosure and Barring Service check.*

I look forward to receiving your application.

Yours sincerely,

**Clare Darby**

Principal