

June 2016

Dear Prospective Applicant,

**Headteacher of Knightsfield School**

On behalf of the Trustee Body of Knightsfield School, I would like to thank you for your interest in applying for the post of Headteacher. The vacancy has arisen as our present Headteacher has made the decision to retire after 20 years of dedicated and loyal service.

Knightsfield School opened at its present location in a purpose-built school in 1997. It is a special secondary school for deaf pupils between the ages of 10-18. All pupils have a statement of special educational needs for their deafness, although some have additional special educational needs. Our pupils come from across Hertfordshire, its surrounding counties and a variety of London Boroughs. There are currently 40 pupils on roll, who are taught using an auditory-oral approach  
– Sign Language is not used.

Knightsfield School provides outstanding education and pastoral care to its pupils.

The post of headteacher is open to individuals with senior leadership experience of special and/or mainstream schools. Applicants should have proven leadership skills and be able to demonstrate a clear vision for the school's continuing development. They should have an ability to manage a diverse team of professionals and manage pupils with a range of complex needs.

Before you submit your application, you are very welcome to visit the school in order to see the full potential of what we have to offer. Please contact Lucy Pope, School Business Manager, on the above number, or via email [lpope@knightsfield.herts.sch.uk](mailto:lpope@knightsfield.herts.sch.uk) to arrange a mutually convenient appointment time.

Your application form and covering letter should be sent to [LAS.governors@hertsforlearning.co.uk](mailto:LAS.governors@hertsforlearning.co.uk) or you can apply online at [www.teachinherts.com](http://www.teachinherts.com). The closing date for applications is Monday, 11<sup>th</sup> July 2016. Interviews will take place on Friday, 15<sup>th</sup> July 2016.

I look forward to receiving your application.

Yours sincerely,

Gavin Kelso  
Chair of Trustees