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**Ysgol Clywedog**

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Pennaeth Mr M Vickery Headteacher

December / Rhagfyr 2018

Dear Applicant

Thank you for your interest in the post of Examinations Officer/Administration at Ysgol Clywedog.

Ysgol Clywedog is an 11-16 English medium community comprehensive school, situated on the western edge of Wrexham in attractive grounds with excellent facilities. We are an inclusive school with 700 pupils on roll, including resourced provision for specific and moderate learning difficulties. Good relationships are a feature of our school and we are committed to the development of the whole child.

Our ethos is firmly based on respect, which is promoted in all aspects of school life. The high quality of our pastoral care and our high expectations of students contribute to a happy and safe environment. At Ysgol Clywedog we are proud of our students and they are proud of their school.

We are very ambitious and pride ourselves on the culture of high expectations and high aspirations that is central to our ethos. We expect every student to achieve their absolute best in their examinations and to involve themselves in the wider opportunities of school life. Every child is encouraged from the start of their school life at Ysgol Clywedog to aim high and to believe that any future aspiration is possible.

**Our priority is to continue to improve the quality of teaching and learning and we therefore seek applications from enthusiastic and skilled professionals, who are able to provide support to enable and develop the use of data to support progress. Please do not hesitate to contact me at the school if you wish to discuss this post in more detail.**

I look forward to receiving your application in due course.

Yours sincerely

Matthew Vickery

Headteacher / Pennaeth