



# Hall Park Academy

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December 2021

Dear Applicant

## Attendance Officer

Thank you for your interest in the above position. The closing date for applications is Midday on Monday 13<sup>th</sup> December 2021.

To assist you in your application, the following is enclosed:

- Job Description
- Application Form

If you would like to apply for the post, please send your letter of application to Recruitment, Redhill Academy Trust, HR Shared Services, William Lee Centre, Flatts Lane, Calverton, Nottingham, NG14 6JZ, or by email to [hr@redhillacademytrust.org.uk](mailto:hr@redhillacademytrust.org.uk)

- A fully completed application form (together with a Curriculum Vitae if that contains additional information)
- A letter which states clearly:
  - Your reasons for applying

The academy is committed to safeguarding and promoting the welfare of children and young people. The post is subject to an enhanced DBS check.

If you need any further information or would like to visit the school please do not hesitate to contact Mr A Trowbridge, [trowbridgea@hallparkacademy.org.uk](mailto:trowbridgea@hallparkacademy.org.uk)

Finally, I would like to thank you for your interest in Hall Park Academy and look forward to receiving your application.

Yours faithfully,

David Crossley  
**Headteacher**

