

October 2019

Dear Candidate

Re – Vacancy – Cover Supervisor

Thank you for applying for the above post at Mayfield School.

We are looking to appoint a suitable person who may be looking to forward their career into teaching. The successful applicant will be paid as an Instructor on the unqualified teaching scale, and as such the teaching application form is more appropriate for this role.

Mayfield is a forward-looking, dynamic school which has undergone an expansion programme with exciting new facilities. Mayfield is totally committed to achieving outstanding progress and attainment for all our students. A further building project of a new Technology block is currently in progress.

To apply please complete the teaching application form, which can be found on the TES website or on the school website under the 'joining us' tab. Completed application forms should be emailed to Tina Vorley, Head of HR – vorleyt@mayfieldschool.net before the closing date – Monday 18 November 2019.

Please ensure that you fully complete the application form, and include the full name, address, postcode and email address of two referees. One referee should be from your current employer, or if you are not presently working your last employer. Where possible the second referee should be a professional reference.

References are taken up prior to candidate short-listing, as interviews cannot take place until we have two references in place. It is advisable to ensure that your referees know that you have used them for this job application.

More information about the school can be found on our website, www.mayfieldschool.net including a month a Mayfield, videos focussed on different aspects of the school each month.

Pre-application visits are positively encouraged; should you wish to arrange a visit or require any additional information, please contact Tina at the school on the above email address or on her direct line 0208 215 7760.

Yours faithfully

Allison Greenwood (Ms)
Co- Headteacher

Lynn Campbell (Ms)
Co-Headteacher