

IMPORTANT – *please read these notes carefully*

Please ensure that you outline how you meet the person specification in the supporting statement section of the application form.

All jobs since leaving school, college or university must be listed in your application. Any gaps **must** be explained in your application.

Grades **must** be listed alongside all qualifications.

We cannot accept friends or family as referees. Your referees should have been line managers or where you have worked in another school should be the Headteacher.

Due to our high expectations for our pupils, candidates without the required qualifications will be expected to take a basic skills test in English and Maths before appointment.

Successful candidates will be asked to bring *original* identification and certificates to the interview.

All referees will be contacted before your interview if your application is successful.