



Durham Trinity School and Sports College

Dunholme Close Aykley Heads Durham DH1 5WB

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Acting Headteacher:
Rachel Grimwood B Ed. NPQH

03.04.17

Dear Applicant

Post of Deputy Headteacher

I have pleasure in enclosing a standard application form which I would ask you to complete and return to the Corporate Director, Children and Young People's Services, School and Governor Support Service, County Hall, Durham, DH1 5UJ or email sgss.administration@durham.gov.uk by no later than Friday 28 April 2017 at 12.00 noon.

Governors anticipate that a shortlist of candidates will be drawn up on Wednesday 10 May 2017, in order to enable interviews for the post to take place on 17 May 2017. It is anticipated that the successful candidate will take up duty on 1 September 2017.

I have also enclosed the following information which I hope you will find helpful.

- Job description
- Person specification and criteria for selection
- Job advert
- Safer Recruitment Statement

Further information about the school is available on our website.

Informal visits with the Headteacher are welcomed for interested candidates prior to the closing date. The available dates are Thursday 6th April at 4pm, Tuesday 25th April at 10am and Wednesday 26th at 1pm.

I thank you for your interest in the post and wish you well should you decide to proceed with your application.

Yours faithfully

Mrs Susan Martin
Chair of Governors



Specialist Schools
and Academies Trust
The School Support Unit
025877032/HM



Updated: Sept 2015

