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**Headteacher: Paula Pemberton BA(Hons)**

*date as postmark*

Dear Colleague

Thank you for your interest in the position of Temporary Class Teacher at Hazelmere Junior School, commencing 20<sup>th</sup> April 2020. The post is to cover Maternity Leave in a Year 4 class for the Summer and Autumn Terms 2020. We are looking to appoint a highly motivated, enthusiastic and experienced teacher who is committed to raising standards and able to demonstrate excellent classroom practice, inspirational teaching and be able to work as part of a dedicated team.

There are currently 220 pupils on roll in 8 classes.

We have a committed Governing Body and the school is seen very much as part of the local community.

We offer:

- children who enjoy learning
- a caring ethos where everyone is valued
- a well resourced school with excellent facilities
- friendly, supportive, hardworking and committed staff

Our Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Visits to the school are welcome. Please telephone my Business Manager, Julie Ambrose, to make an appointment if you wish to visit.

Thank you for taking the time to read this information. I enclose an application form, job description and a person specification for this post. If you have any other queries please do not hesitate to contact the school for an informal chat.

Interviews for the position will be held on 6<sup>th</sup> February 2020.

Yours sincerely

Ms P Pemberton  
**Headteacher**

