



28 April 2021

Dear Colleague

Assistant Headteacher (2)

Thank you for your interest in our school. This is an exciting opportunity to be a part of an exceptional, successful, and innovative academy and help lead it through the next phase of its journey.

With this letter, you will find:

- Details of the post.
- An on-line application form.

If you wish to apply, and I hope you will, please complete the application form and attach a statement in support of your application (up to 2 sides of A4). You will find details of how to structure your supporting statement in the person specification. We shall be using the person specification and job description both in our short-listing and the appointment, so please address the different points somewhere in your form or your statement. Your statement should also include reference to:

- Why you want to be an Assistant Headteacher
- How you feel you can make a difference at Park High School

If you would like an informal conversation or to arrange a visit prior to submitting an application, social distancing rules will apply, please do not hesitate to contact Sunita Chotalia, Executive Assistant to the Headteacher, who will make the arrangements to suit you. Her email address is schotalia.310@parkhighstanmore.org.uk or you can call her on 0208 952 2803.

The closing date for applications is **Wednesday 12th May at noon** and we plan to interview over a two-day period, 20th and 21st May 2021. All long-listed candidates will be interviewed during 20th May and short-listed candidates will be invited back on 21st May. Unfortunately, we are unable to offer feedback to applicants not invited to interview.

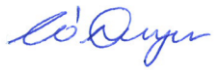
The salary range offered for this post is L14 – L18 (£61,479 to £67,496) which is within the Group 7 school range for Outer London.

Headteacher Mrs Colette O'Dwyer
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Twitter: [@ParkHighNews](https://twitter.com/ParkHighNews) Facebook: [@ParkHighStanmoreOfficial](https://www.facebook.com/ParkHighStanmoreOfficial)
Park High School is a company limited by guarantee registered in England and Wales with registered number 7689613
Registered office: Thistlecroft Gardens, Stanmore, HA7 1PL



I look forward to receiving applications from colleagues who are keen to contribute to and enrich the Senior Leadership Team of this exceptional school.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Colette O'Dwyer', with a stylized, cursive script.

Colette O'Dwyer
Headteacher