



NORTHGATE
High School

*Sidegate Lane
Ipswich
IP4 3DL*

Tel: 01473 210123

Email:
*info@northgate.
suffolk.sch.uk*

Website:
*www.northgate.
suffolk.sch.uk*

Headteacher:
Miss Rowena Mackie

Dear Colleague

Re: Assistant Headteacher – Head of Sixth Form, Leadership Range L12 to L16

Thank you for your interest in Northgate High School's Assistant Headteacher – Head of Sixth Form post.

I am excited by the prospect of welcoming a new colleague into our leadership team to take oversight of all elements related to our Sixth Form – post-16 learning and the wider opportunities that we can offer our learners will ensure that our young people leave us with the skills and confidence to pursue their future individual pathways.

The Senior Leadership Team works collaboratively and with passion to provide the best for our students and our staff. It is vital that you are able to work effectively as part of a team and that you have the confidence, experience and knowledge to contribute to the work of the Senior Team in our collective undertaking to provide high quality education, care and staff support as standard in our school. If you believe that you have the requisite skills and abilities to undertake this senior post, I hope that you will feel excited by the prospect of working at Northgate. If so, before completing your application please contact Trish Finch, my Personal Assistant, to obtain a further document that will provide you with additional information about the school's strategic vision.

When making this request I ask that you respect the sensitivity of the information contained within this document. When completing your application form and writing your accompanying letter of application, which should be no longer than two sides of A4, font size 12, please illustrate that you have the qualities needed to successfully undertake the role described in the job overview and that you fulfil the personal requirements outlined in the person specification. For the right candidate, we will support any additional training and development that you need to enable you to carry out this key role effectively and successfully.

I will send short-listed candidates further, relevant information to support the interview process closer to the time. Please be aware that we have scheduled interviews to take place on Tuesday, 21 May and Wednesday 22 May, 2024.

Once again thank you for your interest in our post. I look forward to hearing from you.

Yours sincerely

Miss R Mackie
Headteacher

Respect | Determination | Teamwork

Northgate safeguards and promotes the welfare of pupils and requires all staff and visitors to share this commitment.