

Dear Applicant,

Thank you very much for your interest in applying to work in our school. Baylis Court School is a happy, supportive and very hardworking community. I am very privileged to lead a fantastic staff team, both teachers and support staff.

The atmosphere and ethos within our school is very positive. Staff are very supportive of each other; they believe they work in an excellent school and are proud of their achievements, the students and the local community. Behaviour within the school is very good. Classrooms are calm and orderly. Lessons proceed without disruption.

We believe in investing in our staff and anyone appointed here will find they have our full support in developing their careers. We offer a range of opportunities for professional development for staff at all levels from trainees to senior leaders.

I am a very hands-on Principal. I believe I am there for my staff and students. I feel that a Principal should be at the very heart of their school and there for everyone. I am very proud of this school and commend it to you unreservedly - it is a very exciting and rewarding place to shape the lives of young people.

For this exciting position, I am determined to recruit a talented individual who shares the school's vision to inspire our students to be leaders of tomorrow. The successful candidate will demonstrate the determination, grit and positive attitude required to realise this ambition. The role of Assistant Principal at Baylis Court School is one which requires the successful candidate to provide clear leadership, challenge and support for colleagues. This must be carried out in a way that is professional, based on evidence and motivational for all members of the community.

I am looking to appoint a talented leader who will use their knowledge, skills and experience to improve provision for all students. I am interested in people with opinions and ideas who enjoy educational debate and also someone who is confident and competent to make decisions, demonstrate accountability and act where required. While specific areas of responsibility for this role will be determined on appointment and is dependent on the successful applicants' talents and interests, the new Assistant Principal at Baylis Court School will quality assure several aspects of the school's work as part of the senior leadership team. You will contribute, with evidence to self-evaluation and also drive improvement in specific areas of the school development plan.

In addition to the information that I have provided for you in this letter, I would encourage you to visit our website www.bayliscourt.slough.sch.uk. Please look at our current prospectus and back issues of our newsletters. They will give you a good insight into all the amazing things we do, and the ethos of our school.

The time and energy spent in reflection and action when applying for a new role is considerable. I hope that the information shared with you here supports you in deciding on your suitability for this post at Baylis Court School.

If I can be of any further help to you please do not hesitate to contact me via my Personal Assistant, Mrs Rosie Bounds (RBO@bayliscourt.slough.sch.uk). I will be delighted to talk to you or welcome you for a visit to the school, if you would like to see the school in action before making an application.

Thank you for the interest that you have shown in Baylis Court School. If you choose to apply, I wish you good luck and I look forward to receiving and reading your application by midday on the specified closing date.

Yours sincerely,

Christine MacInnes

Principal