

Date:

Dear Applicant

Ref: Better Start Area Manager

Thank you for your interest in the post of Better Start Area Manager. We look forward to receiving your completed application form.

Lambeth Council uses a variety of recruitment selection methods which offer applicants increased opportunities to demonstrate their skills and experience. If you are shortlisted, the selection process may include tests as well as an interview. If you have any questions about the recruitment process, or if you have a disability and have particular requirements you would like us to consider to assist you in the process, please contact me at the address below.

The post is 'exempt' under the Rehabilitation of Offenders Act 1974. The successful candidate for this post will be asked to apply for an **Enhanced** Disclosure. Please note that in relation to Section G on the application form, if you do have a criminal record or pending prosecutions, your declaration of this should **not** be sent with the application form but should be sent under separate confidential cover to **Melanie Miah**, Maytree Nursery School, 4 Allingham Road, London SW4 8EG. Please ensure that your full name, post title and reference number is included with any information sent.

If you do not hear from us within four weeks of the closing date, you can assume that you have not been shortlisted on this occasion. Please be aware that you need to download the application form to be able to complete it correctly.

Please return your application form marked Private and Confidential by **5 pm, 6th June 2022** to:

Monika Kopanicakova
Maytree Nursery School and Children's Centre
4 Allingham Road
London
SW4 8EG

If you are shortlisted you will be invited to take part in a selection process which will be held week commencing 13th June 2022.

Yours sincerely,

Melanie Miah
Head of School

Enc Application Form
 Job description and person specification