8th May 2025

Dear Applicant

***Classroom teacher***

Thank you for the interest you have shown in our advertisement for a Position. Please find enclosed the recruitment pack you requested.

* Application form
* Copy of the Advert
* Job Description & Person Specification
* Information for applicants (pre-employment checks)
* Privacy notice for candidates

If after reading the Job Description and Person Specification you wish to apply for the position, please complete the following documents and return them to Rufford Primary and Nursery School by the closing date:

* Application form
* Privacy Notice for Candidates

**The closing date for the vacancy is 19.05.25 at 9am.**

Interviews are likely to take place on either 22nd or 23rd May.

We are unable to respond to each individual applicant and advise that if you have not heard from the School within two weeks of the closing date, please assume that your application has been unsuccessful.

We strongly recommend coming to have a look around our school before making an application, however if that is not possible, our school prospectus is available to view on our website [www.rufford.nottingham.sch.uk](http://www.rufford.nottingham.sch.uk)

If you need any further information, please do not hesitate to get in touch on 0115 9155755

I wish you well with your application.

Yours sincerely



Sally Maddison

Head Teacher