

Guidance for Applicants

If, after reading all the background information, you think you would like to join the Cann Bridge team, we suggest you follow the guidance below on how to apply.

All applicants must complete the relevant application form; Teachers or Support Staff.

We do not accept CV's or letters of application. An application form means we treat everyone fairly and equally.

Make sure you complete all the necessary parts of the application form and give us as much relevant information as you can, as this is what we use to shortlist applicants for interview.

- Read the instructions on the application form carefully before completing it.
- Read the Job Description and Person Specification. If you don't meet the essential criteria for the post, then it is unlikely you will be shortlisted.
- Use the Person Specification as your guide. We would suggest you write your supporting statement in the same order as the Person Specification. Tell us about the knowledge, skills and experience you have that is relevant. Give lots of examples from work and outside if it is appropriate.
- Make sure we can read your application if you are handwriting it.
- Use extra sheets if you have lots to tell us, just attach them to your application.
- Remember, if you conceal or misrepresent relevant information at any stage you will be disqualified from appointment, if appointed, may be dismissed without notice.
- If you are shortlisted for interview you will need to bring the relevant documents with you, full details of what is required will be sent to you with your invitation to interview letter.
- Visits to the school are welcomed. Have a look around and see if a role here is right for you.

Check the application closing time and date, late applications will not be considered.

It is your responsibility to ensure it reaches us on time. We look forward to hearing from you.