GP/JO

May 2021

Dear Applicant

**Curriculum Leader for ICT**

Thank you for the interest you have shown in the post of Curriculum Leader for ICT at Lady Manners School. The post offers an outstanding opportunity for an enthusiastic, innovative and committed leader to lead the work and development of a successful department.

To assist you with your application the following documents are available:

* Information on the ICT Department
* Job Description
* Person Specification

Please note that the Governing Body is committed to the principle of pay portability and will take full account of the experience of a newly appointed teacher and will honour a teacher's position on the Main Scale or Upper Pay Range.

Completed application forms should be returned to the Headteacher by 9.00 am Thursday 13 May 2021. The application form must be accompanied by a supporting letter which should address:

* why you would like to work at Lady Manners School and how you feel you are suited to this post
* your own approaches to teaching and learning
* how you will drive forward continuous improvement of an already successful department and school

Finally, may I thank you for your interest in the post. I hope you are encouraged to apply. If you do, please know that I appreciate the time and effort needed to complete such applications. Should you be called to interview, you will be contacted with full details.

Yours sincerely



G Peat

Headteacher