



Highcliffe St. Mark Primary School

(A Church of England Foundation School)

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Headteacher: Mrs. K. Boynton

1st April 2021

Class Teacher/Middle Leader TLR2.1

Foundation & EYFS

I enclose an application form and information pack for the post of class teacher with a TLR 2.1 for Foundation and EYFS. The post is for a permanent contract to start in September 2021. The information pack contains a description of our school, a person specification and a job description for the post.

I would like to draw your attention to the closing date for receipt of applications which is **2nd May 2021**, interviews will be held on 11th May 2021. If you are invited for an interview we will send more information to you on how we are going to conduct our interviews safely. If you have not heard anything by this date please assume that you have been unsuccessful in this instance. We apologise in advance for not being able to respond to every unsuccessful application individually, however if you would like feedback on your application if you are unsuccessful please contact the school office.

I would like to thank you for your interest in the post and we look forward to receiving your application.

Yours truly,

Karen Boynton

Headteacher

