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25 November 2022

Dear Applicant

Thank you for expressing an interest in the Head of Geography vacancy.

Please see our website for an application form, job description and other information relating to the post. I hope that the information included is useful to you and answers some of the questions you may have about the post.

Applications can be returned by email to jobs@westderbyschool.co.uk

The closing date for applications is Monday 5<sup>th</sup> December at 9.00 a.m. Interviews will be held the following week. If invited to interview, you will be asked to complete a self-disclosure form to declare any relevant criminal history; this must be returned to Ms V McGarry prior to interview.

If you do not hear from us by 9<sup>th</sup> December 2022, then unfortunately your application has not been successful.

I look forward to receiving and reading your application.

Yours faithfully

Mrs S Graham Headteacher