Dear Sir / Madam,

Thank you for expressing interest in the position of Headteacher at our school. Kirkburton CE (VA) First School is a small, vibrant and friendly school at the heart of the Kirkburton village community. We have approximately 140 children on roll and, as part of the three tiered ‘Shelley Pyramid’ of schools, we educate children from Reception to Year 5.

As a Church School, we are committed to maintaining the distinctive Christian character of the school and we are looking for a new Headteacher that will retain this.

As a Governing Body, we are immensely proud of our school and our hard working, polite and friendly children. Our experienced, committed staff have created a safe, respectful, and positive environment that allows our children to flourish. We are looking for an ambitious leader to build on this secure foundation and successfully move the school through the next phases of educational change.

I am pleased to enclose a letter from our School Council, the product of a meeting to discuss what they wanted in their new Headteacher.

Our website offers an opportunity to learn more about our school. Please do take the time to visit <https://www.kirkburtonfirst.co.uk> for some helpful information on life at Kirkburton CE (VA) First School. Our governors will be delighted to give you a tour, allowing you to truly get a feel for our school. To arrange this please contact the School Office on 01484 609190.

I hope that by reading these letters, visiting the school website, and taking a tour of the school you will be inspired to proceed with an application for the post of Headteacher at Kirkburton CE (VA) First School.

Yours sincerely,

Gemma Berry

Chair of Governors