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Dear Applicant,

Re: Application for Headteacher

Thank you very much for the interest you have shown in the role of Headteacher at Ellergreen Nursery School and Childcare Centre. After sixteen years of dedicated service our current Headteacher will be retiring at the end of this academic year. Governors wish her every success in her next phase and thank her for the positive contribution she has made to the life of the school.

The governors and I are very pleased to send you the enclosed information about Ellergreen Nursery School and Childcare Centre and the key post of Headteacher. We believe that this is an exciting opportunity, and that the successful applicant will be joining an exemplary Nursery School and Childcare Centre where all are equally valued. At Ellergreen Nursery School and Childcare Centre, children lie at the heart of everything we do and our Headteacher will share that vision. Our welcoming and caring setting is fully inclusive, serves the local community, and has a strong ethos of respect as was evidenced when we gained School of Sanctuary Status.

This is an exciting opportunity for a dedicated and experienced Early Years leader to continue to provide exceptional Early Years education for all children. We are seeking an innovative, inspirational and motivational leader who is both enthusiastic and engaging in their approach and will impact children's achievements in a positive and successful way. Our principal philosophy at Ellergreen Nursery School and Childcare Centre is that our children develop the functional skills to become independent and resilient learners with a passion for learning. We have a dedicated and highly skilled team of staff committed to providing the very best education for the children in our care.

The governors are therefore looking to appoint a highly motivated Headteacher with excellent leadership and management skills who can build on the Ellergreen Nursery School and Childcare Centre's outstanding reputation and continue to take the setting to the highest levels.

We enclose a Job Description and Person Specification, which provide details about the role. When making your application, this should reflect the person specification. Candidates are encouraged to visit the school and can find out more information on our website (Ellergreennurseryschool.co.uk) to learn more about us. Please contact Nicky Whitfield (ellergreen-ao@ellergreen.liverpool.sch.uk or call 0151 233 4594), to arrange a visit

We thank you again for your interest in the post and look forward to receiving your application.

Yours sincerely,

Liz van de Waal
Chair of Governors

