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Dear Applicant

The Governors and I thank you for the interest you have shown in Ince CE Primary School and the key vacancy of Headteacher. We believe that this is an exciting opportunity, and that the successful applicant will be joining a happy and welcoming school. We are a school with a strong set of values and high aspirations for every individual child.

We are seeking an inspirational leader with the drive to deliver outstanding leadership and management within the School. The successful applicant will be committed to the development and maintenance of a diverse and challenging curriculum for all our children.

Our new Headteacher should be a strong, approachable, compassionate and supportive leader who is passionate and knowledgeable about the pursuit of teaching and learning in schools and has a love of working with children.

The person specification provides a more comprehensive list of the qualities we are looking for, but in essence we wish to appoint somebody with the wisdom, experience and confidence to take the school forward; someone who builds on what is currently very good and ensures we continue to improve by embracing the opportunities and challenges which are offered in a successful primary school.

I warmly encourage you to visit our school to see the pupils and staff at work prior to applying. Please contact Michelle Foster, Clerk to the Selection Panel at [michelle.foster@wigan.gov.uk](mailto:michelle.foster@wigan.gov.uk) to make an appointment.

I look forward to hearing from you and receiving your application.

Yours faithfully

Bernard Stuart

Chair of Governors