



HEADTEACHER: Guidelines for Applicants

The Person Specification indicates the criteria we shall use in the short listing and selection process. These guidelines are designed to give you every opportunity to make a full and focused written application.

Application Form:

- This is a key document and an important means of assessing your suitability. It will be copied and read by all members of the Selection Panel.
- You may find it necessary to attach additional sheets but **please do not submit CVs instead of an application form.**
- Fully complete the online form providing details of full employment history and two referees (one of which must be your current employer / Chair of Governors).

The Supporting Letter:

The Selection Panel will also take great interest in a supporting letter/personal statement, that should not exceed 1,500 words. It should be carefully organised and clearly shows:

How you fulfil the Person Specification:

- Your achievements to date;

And paying particular attention to:

- Your motivation for applying for the role;
- One / two integral characteristics of a school that that you would lead.

Submitting your application:

Your completed application should be submitted by the closing date: 21 February 2024 at 5:00pm
Interviews are planned to take place on: 28th February 2024

Apply directly on our dedicated recruitment site:

<https://accesspeople.accesscloud.com/PeterboroughDioceseEducationTrustRecruitment>

Safeguarding Children:

Isham CE Primary School is committed to safeguarding and promoting the welfare of children and safer recruitment practice. DBS checks will be required from successful candidates and references will be sought prior to interview for all shortlisted candidates.

Thank you:

We look forward to receiving your application which we will consider very carefully against the criteria. We recognise that the completion of the application form and letter can take a substantial amount of your time. For this, we thank you and wish you good luck.