

How to apply

As a college, we are committed to safer recruitment and, as such, can only accept applications that are on the college application form. These are available on the college website as a download with all of our job advertisements. Please contact us if you have any difficulty accessing this. Please note that a CV is not required and will not be accepted as a replacement for a fully completed application form. Please complete all sections of the form **in full**.

The application form includes space for a supporting statement or letter of application. This is a really important part of the selection process and we weight it heavily in our short-listing process. Please use it to show how you have the skills, knowledge and experience to carry out the role for which you are applying to a high standard. Please also ensure it is written within the application form, rather than separately, and in a sensible font and size!

Your fully completed application should be returned to Nadine Osborne, the Principal's PA, **by 3 pm on Monday 1 November 2021**, preferably by email to: jobs@thespirescollege.com. Please title your email "Application for School Based Tutor".

If you do not receive an acknowledgement of your application by the end of the deadline day, please contact the college.

If you would like to have an informal, confidential discussion with one of our senior leaders, please contact the Principal's PA via the email above or telephone number below. Please note that the college is closed for the half-term break between 25 and 29 October.

Thank you for your interest in The Spires College.



The Spires College - Westlands Lane - Torquay - TQ1 3PE - Tel: 01803 400660

www.thespirescollege.com
