

September 2023

Dear Applicant

Thank you for your interest in the post of Science Technician required from 1 November 2023 or as soon as possible thereafter.

The staff at Claydon High School are a hardworking and supportive group of colleagues who are passionate and enthusiastic in helping all our students achieve their potential. This post would be suitable for someone with experience of working in a school, someone interested in joining a school environment with thoughts about becoming a teacher or LSA, or someone wishing to put their Science skills into practice. Visitors and prospective colleagues often comment on the warm welcome they receive here and we invite you to come and experience this for yourself.

We are looking for a confident and committed individual with good communication and organisational skills. Ideally the successful candidate will have some relevant scientific background and be able to provide some administrative support to departmental staff.

I hope after reading the information you feel this is the job for you and if you would like to apply please email your application to [hr@penroselearningtrust.uk](mailto:hr@penroselearningtrust.uk).

As I am sure you will understand there are safer recruitment procedures that we need to follow. Anyone invited for interview will need to provide photographic proof of identity, date of birth, current address and right to work in the UK. Before employment is confirmed employment references for the last five years, including a current employer, are required and an enhanced DBS application will need to be successfully completed.

If you require any further information, or you would like to visit the school, please do not hesitate to contact us at [hr@penroselearningtrust.uk](mailto:hr@penroselearningtrust.uk).

Yours sincerely



Ms M Taylor  
Headteacher