



Heron Way Primary School

Heron Way
Horsham
West Sussex
RH13 6DJ

Tel: 01403 261944
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HEADTEACHER: Mr James Crump

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Dear Sir/Madam

Thank you for expressing an interest in applying for the position of Temporary Class Teacher for Key Stage 1 or 2.

I enclose an application form, job description and person specification. I should be grateful if you could return your completed application by Tuesday 13th May.

The Governors would be grateful if you could enclose, with your application form, a letter focussing on the bullet points in the person specification and how you feel you meet those specific criteria. This does not need to be a lengthy document (two sides of A4 at the most), as these areas will be explored in greater detail at the interviews to be held on Tuesday 20th May 2014.

Should you wish to visit the school, please do not hesitate to contact us to make an appointment.

Yours faithfully

James Crump
(Headteacher)

