



Hardenhuish School

A High Performing Academy

January 2020

Dear Applicant

Thank you for the interest you have shown in our advertised permanent part-time post of **Midday Supervisory Assistant** at Hardenhuish School.

We wish to appoint a reliable and flexible Midday Supervisory Assistant to join our enthusiastic team, supervising pupils at lunchtime. Our supervisory assistants start at 12.15pm and work until 1.30pm Monday to Friday during term time.

After reading the supporting job description, I hope you will pursue an application for this interesting and rewarding role. Please send your completed application and equal opportunities forms to Human Resources at hr@hardenhuish.wilts.sch.uk. All information provided on your application form will be stored, processed and shared in accordance with our Data Protection Policy which is available on our website.

Hardenhuish School is committed to safeguarding and protecting the welfare of children and young people and, as such, has robust safeguarding policies and procedures. We expect all staff and volunteers to share this commitment and our application pack includes the School's Safeguarding Child Protection Policy with Handbook.

Please note, shortlisted applicants will be expected to respond appropriately to safeguarding questions at interview and the successful candidate will be required to complete an enhanced DBS disclosure.

The closing date for this post is **8.30am on Monday 20 January 2020**, with interviews being held within a fortnight of the closing date. If you have not heard from us within this time frame, I am afraid that on this occasion your application has been unsuccessful. Unfortunately, due to the high response rate that we receive for posts such as these, we are unable to offer feedback on individual applications which are not shortlisted for interview.

Thank you again for your interest in Hardenhuish School and I hope you will pursue your application.

Yours sincerely

Lisa Percy

Lisa Percy
Headteacher