



Hardenhuish School

A High Performing Academy

November 2021

Dear Applicant

Thank you for the interest you have shown in our permanent post of **Cover Supervisor** at Hardenhuish School.

We are seeking to appoint, for an immediate start, an enthusiastic and flexible colleague to cover during short-term periods of staff absence. We are looking for a self-starter with the ability to engage with young people in a positive manner. Effective communication and ICT skills are essential for this role. This position would suit someone looking for an interesting and rewarding role within an education setting where you will be responsible for pupils' learning. Experience in an education setting would be an advantageous, although not essential.

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.

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 Thursday 2 December**, with interviews being held within 10 working days 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