



WOODBROOK VALE SCHOOL

HEADTEACHER: Rachael Fraser MA, BA (Hons) NPQH
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Dear colleague

Higher Level Teaching Assistant

Thank you very much for expressing an interest in the above post.

This post provides an exciting opportunity to contribute to the success of students at Woodbrook Vale School. You would be joining a well-established, experienced and welcoming team. Most importantly, we are looking for a candidate who fits well with our ethos and philosophy, so do please take the time to look at our website and get a flavour of our school.

I enclose a job description and person specification which I hope you will find helpful if you decide to apply for this position. Please keep your covering letter to no more than two sides of A4. The closing date for the application is **6pm Monday 13 May 2024**. If shortlisted, the interview date: **Monday 20 May 2024** (details to be agreed). If you have not received a reply by Thursday 16 May 2024, please assume you have been unsuccessful.

Please complete and return your application and covering letter to Penny Bradshaw, HR Administrator by email on pbradshaw@wbvs.co.uk as soon as possible.

For more information about this role please email Graham Johnson, SENDCo on: gjohnson@wbvs.co.uk (Tuesday, Wednesday and Thursday).

I fully appreciate the time and effort required in completing an application and whatever the outcome of this particular process, I thank you for your interest in working at Woodbrook Vale School and wish you every success with your future career aspirations.

I look forward to receiving your application.

Kind regards

Rachael Fraser
Headteacher

