Chertsey Nursery School

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Executive Headteacher – Donna Harwood-Duffy   **Head of School – Anita Cheeseman**

April 2022

Dear Applicant

Re: QTS SENCo September 2022

Thank you for your interest in our vacancy for a qualified teacher/SENCo in our school. I enclose an application pack for candidates, which contains information about our Nursery, the position of QTS/SENCo and an Application Form.

I hope you will be able to take advantage of the opportunity to visit us informally in the next few weeks. Please telephone Lisa Harding in the office to make arrangements for this. You may also like to visit the website to obtain more information about our Ofsted inspection, the Governing Body, organisation and general ethos.

This is an exciting new role working 3 days as classteacher and 2 days non-class based to be able to carry the duties required as leader of SEND across the school. We are able to offer excellent opportunities for candidates to learn from our leadership team and expertise in the wider organisation and are committed to supporting CPD for all.

Please complete the application form fully, addressing the items on the person specification in your supporting statement. Please also check that you have given details of your referees, one of whom should be your current or most recent employer, and another should be someone who is able to comment on your performance at work from a position of responsibility, not as a peer. Please be aware that if you offered an interview, we will take up references at this stage. Note that CVs will not be accepted as applications.

The closing date for receipt of completed applications is Wednesday 11th May, 12 noon and interviews will be held on Wednesday 18th May 2022. We will be contacting shortlisted candidates as soon as possible after shortlisting.

Please return completed applications to Lisa Harding, Admin and HR Assistant, office@chertsey.surrey.sch.uk. Thank you very much for your interest. I wish you success with your application.

Yours sincerely

Anita Cheeseman
Head of School