

Thank you for showing interest in the position of teacher with TLR that we have advertised.

I have pleasure in enclosing a standard application form which I would ask you to complete and return to Julie McDowell, West Pelton Primary School, Twizell Lane, Stanley, DH1 6SQ or email j.mcdowell103@durhamlearning.net by no later than Friday 11th November 2016 at 12 noon.

Governors anticipate that a shortlist of candidates will be drawn up on Friday 18th November 2016, in order to enable lesson observations to take place on Monday 28th November 2016 or Thursday 1st December 2016 and formal interviews for the post to take place on Friday 2nd December 2016. It is anticipated that the successful candidate will take up duty on April 24th 2017.

I have also enclosed the following information which I hope you will find helpful.

• Job description

• Person specification and criteria for selection

• Job advert

• Safer Recruitment Information

Further information about the school is available on our website:

westpelton.com

Visits to the school are strongly encouraged and can be arranged by contacting the school office on 01913700238.

I thank you for your interest in the post and wish you well should you decide to proceed with your application.

Yours faithfully,

Miss Julie McDowell

Head teacher