

April 2025

**Dear Applicant** 

## Re: Your application for the post of: English Teacher

Thank you for expressing an interest in working with Saffron Valley Collegiate, which consists of: KS3, SVC East, KS4 South and KS4 North.

Please note that, as part of the Collegiate's commitment to safeguarding children and young people, references will be sought for all shortlisted candidates prior to interview unless you have indicated otherwise on the application form.

Please ensure that you include a personal statement with your application form. <u>It is vital</u> that you write it with specific reference to every individual point on the person specification for the post. It will aid the shortlisting process if you address them one by one, in the order that they appear in the person specification (final page of the job profile).

Applications will be signed by shortlisted candidates at interview.

Yours faithfully

Gill LaRocque Headteacher Saffron Valley Collegiate



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Registered office: Sutton West Centre, Robin Hood Lane, Sutton SM1 2SD