



North Yorkshire County Council Education Department

Carlton Miniott C.P. School

Headteacher: Mr S Crocker

Deputy Head: Mrs A. Amesbury

Carlton Miniott C P School
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Registered Charity No. 1049121

11th September 2017

Dear applicant,

MSA at Carlton Miniott Community Primary School

Thank you for requesting an application pack for the above post. Carlton Miniott Community Primary School is a very successful Primary School on the outskirts of Thirsk. The Governors are seeking to appoint a Midday Supervisory Assistant to work in our school between 12.15 and 1.15pm on a Monday to Wednesday.

This is a permanent contract and will begin as soon as possible. Please find enclosed a job description, a person specification and an application form. More details about our school and our prospectus can be found on our school website, www.carltonminiott.n-yorks.sch.uk.

Our school is committed to safeguarding the welfare of our children and the successful candidate will be required to undertake DBS clearance. If short listed we will seek two written references and may approach previous employers for information. If you are working with children at present your current employer will be asked about disciplinary offences relating to children and any child protection concerns otherwise this information will be sought from your last employer. Providing false information is an offence and could result in the application being rejected.

The closing date for applications is Thursday 5th October 4pm. Please send a paper copy of your application form to the school with the correct postage on the envelope. Emailed applications will not be accepted.

If you would like to visit the school please contact Mrs Hudson in the school office.

Yours sincerely,

Mr S Crocker
Headteacher

