



Chapel St Leonards Primary School

Amery Way
Chapel St. Leonards
Skegness
Lincolnshire
PE24 5LS

Headteacher: Mr G Almond

Tel: 01754 872429

email: enquiries@chapel-st-leonards.lincs.sch.uk

'Caring, Successful Learners'

Dear Applicant,

RE: Job Vacancy School Cook at Chapel St Leonards Primary School

Thank you for your interest in the above vacancy. Please find enclosed an application pack in respect of the above post which includes:

- Application Form
- Job Description
- Job advert
- Person Specification
- Candidates' Information

The closing date for the return of your Application Form is noon on Monday 2nd July 2018. Unfortunately, it will not be possible for late applications to be considered when short-listing.

Should you be called for interview, please refer to the Candidates' Information for any documents you are required to bring with you. When completing your Application Form, please ensure you complete the reference section and include your referees' email addresses. References will be applied for after shortlisting and prior to interview, therefore, please ensure you read the guidelines in the Candidates' Information in respect to references.

Completed application forms should be returned to myself via email – Alison.sharpe@chapel-st-leonards.lincs.sch.uk or posted to us at the above address.

Further information in respect to Poplar Farm and C.I.T. can be found by visiting www.chapelstleonards.eschools.co.uk and www.citacademies.co.uk

I look forward to receiving your completed Application Form.

Yours faithfully,

Graham Almond
Headteacher



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