



## **Teaching appointments for August 2017**

Dear applicant,

If you would like to apply for any of the posts advertised, please send a **current CV with photo**, and **contact details of 3 professional referees**, with a **letter of application** to [patoprincipal@gardenrayong.com](mailto:patoprincipal@gardenrayong.com) by **noon GMT on Tuesday 9 May, 2017**.

### **Guidelines for the application letter**

Please address your letter to the Principal, Mrs Dinah Hawtree

Please do not write more than 2 pages, using verdana font size 11.

In your letter, please ensure you address the following points:

1. What attracts you to this role in this school?
2. How has your career to date prepared you for this post?
3. Describe a good lesson you have taught recently, and explain why you were pleased with it
4. What would you be able to offer our students in terms of extra-curricular opportunities?
5. If you are applying for a Secondary position, please indicate your second teaching subject(s)

Longlisted candidates will be contacted no later than Monday 15 May. The school reserves the right to make an appointment before the 9 May closing date if an outstanding applicant emerges.

We look forward to receiving your application.

Kind regards

*Dinah E Hawtree*

Mrs Dinah Hawtree

Principal

