

Our Ref: YSM/AD

Date:

Dear Applicant,

Re: Appointment of

Thank you for choosing to apply to Thomas Bennett Community College. This is an exciting time to join us as we go forward into a time that sees the college roll rising, significant changes being planned as a result and the whole learning community focusing its efforts on progress and development.

Please find enclosed the following information :

General information about TBCC
Application form
Details of the post/job description

I hope you will find the details provided helpful.

We are a progressive school and we are looking to recruit teachers who have a passion for education, a belief in young people and a willingness to pursue the highest standards.

If your application is short listed for interview I will approach referees by post, fax or telephone prior to calling you for interview.

I will contact you if you are called for interview. The expected date for interview will be

I look forward to reading your application.

Yours sincerely,



Yasmin S. Maskatiya
Headteacher