October 2024

Dear

**Lunchtime Supervisory Assistant**

Thank you for your interest in joining our school as a Lunchtime Supervisory Assistant. Please find enclosed an application form and some information which you will hopefully find useful when deciding if Shakespeare Juniors is the school for you.

Shakespeare Junior School is committed to safeguarding children and promoting the welfare of children and expects all staff and volunteers to share this commitment.

All appointments are subject to satisfactory employment checks, including Disclosure and Barring Service and the post is exempt from the Rehabilitation of Offenders Act 1974, therefore all convictions, including those usually considered spent must be declared.

The closing date is Friday 18th October 2024 at 12noon and interviews will be scheduled soon after.

Shakespeare Junior School is a Hampshire County Council school which is an equal opportunities employer.

The school operates a smoke free policy.

We are very proud of our school. We are committed to providing the best opportunities for our children to become successful citizens with a love of learning and we look forward to receiving your application.

Yours sincerely

Mr S Cox

Headteacher

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