January 2022



Dear Applicant,

**Class Teacher Vacancy**

Thank you for your interest in the above post. Please find enclosed:

* Job Information
* Application Form
* Explanatory notes
* Job Description
* Person Specification

St Mary’s is a small, caring and friendly school where we aim for our pupils to feel that they are valued and belong. We are looking for someone who is highly motivated and enthusiastic about making a difference to come and join our team of committed staff, governors and parents.

Your application will be judged against the Job Description and Person Specification. Please ensure that you give details of your experience in each area listed and include relevant details of current and previous jobs. Please remember that experience gained outside paid employment may be just as important.

Completed Catholic Education Service application forms may be posted, or hand delivered to the above address or emailed to [Office@stmarys.brighton-hove.sch.uk](mailto:Office@stmarys.brighton-hove.sch.uk) by close of business **on Friday 28th January 2022**. Interviews will be held on **Tuesday 1st February**. If you have not heard from us by Monday 31st January, your application will have been unsuccessful on this occasion.

Visits to the school are encouraged – please telephone the school to arrange a convenient time. Should you require further assistance regarding your application, please do not hesitate to contact the school Office on (01273) 418416 or e-mail them at [office@stmarys.brighton-hove.sch.uk](mailto:office@stmarys.brighton-hove.sch.uk). We wish you every success with your application.

Yours faithfully,

Mrs Sarah Clayton

Headteacher