Dear Applicant,

On behalf of the Governors of Carleton St Hilda’s CE Primary School, I would like to thank you for your interest in the position of welfare assistant.

St Hilda’s is a happy and busy Church of England primary school catering for approximately 210 delightful children between the ages of four and eleven years. We are a popular school with beautiful grounds which we use regularly. We are a one form entry primary school with an admission number of 30 pupils each year.

We have established a strong, Christian ethos and we would ask anyone who joins our school to embrace this – we are a caring school where every child and every family truly do matter to us. We offer our children a curriculum which is broad, interesting and challenging. We welcome innovation but also place great value in the traditional elements of school life – good manners, perseverance and hardworking attitudes. Important qualities in creating a calm and orderly environment.

Carleton St Hilda’s CE Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Therefore, the appointment and interview process will thoroughly explore issues relating to safeguarding and promoting the welfare of children.

Thank you for your interest in our School and I look forward to receiving your application and wish you every success.

**Please note the closing date for applications is Friday 5th September.**

Yours sincerely,

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Mrs J.Curl

Headteacher