

Larkholme Primary School,
Windermere Avenue,
Fleetwood,
FY7 8QB

Dear candidates,

Our school is in desperate need of a new head teacher and we hope you perfectly fit the role.

Firstly, we are hoping for a head teacher with an approachable and fun personality who organises many enjoyable events and will change the school for the better. Furthermore, we truly hope that you will keep our gym clubs and activities whilst increasing the variety. A head teacher suited for this school should not be too strict and should give constructive criticism. We would prefer them to have a strong character and self-confidence. Moreover, we need a head teacher with a positive mindset, who also fully commits to everything they do for the school. Another major feature we admire is honesty as this is a major characteristic for us. We would like to move on to other characteristics that we would like a headteacher to possess.

As a successful head teacher, you should care whole-heartedly about your school. We strongly agree with this statement and hope you will follow in our previous head-teacher's footsteps. In addition, we would like a head-teacher who has self-discipline, is well-mannered, and is especially kind-hearted. Events in our school calendar are very important to us and we would like a head teacher who is supportive, encouraging, and optimistic in our endeavors.

We hope you fit most of these characteristics and think of applying for this job. Thankyou for reading this letter.

Yours sincerely,
Lucas (Headboy)
Amelie (Headgirl)