



St Mary's & St Benedict's Catholic Primary School

Brownedge Lane, Bamber Bridge, Preston PR5 6TA

Phone: 01772 336650; Fax 01772 629482

email office@smsb.lancs.sch.uk

Dear Applicants,

Thank you for showing an interest in working at our school. We are sad that our Headteacher has left but we are looking for someone new to take on the role and we hope you can be the person to build on all the great things that have already been put in place.

Firstly, we are looking for a Headteacher who is kind and friendly and understands everyone's needs in school. We want them to take the time to get to know us all well and be interested in what we do. We think it's really good when the Headteacher is there for us before and after school and on our playgrounds during the day to keep things working well. We would like them to be firm but fair and to be calm and caring. We would like the new Headteacher to keep all the good that works well and to listen to our ideas about how to make things even better. We think it is important to listen to the ideas and opinions of everyone in school and we want them to make us feel valued. Respect and honesty are very important.





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qualities in a Headteacher too. We would also like the new Headteacher to keep our learning fun and to be happy to arrange different events throughout the school year.

We know that no school is perfect everyday but we think that we can offer amazing children and a brilliant education with a team of people who try their best. Our mission statement is very important to us and shows us that we put Jesus at the centre of all we do. We have also recently renewed our behaviour policy to help keep our school a happy and safe place. We are looking for somebody who rewards the good behaviour and helps anyone who struggles because we are all aiming to be the best that we can be. We think you'll love our school as soon as you come to visit. We are lucky to have excellent play equipment, a running track, a huge library, a computer





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suite, lots of group rooms, two big halls and a woodland area!

We hope that this sounds like the perfect job for you. If it does, we would love to meet you. Thank you for reading our letter and we hope you come for a visit!

Yours sincerely,
The House Team Captains

