



Head Teacher: Helen Taylor B.Ed Hons

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25th July 2025

Dear applicant,

Thank you for your enquiry.

As you will have seen from the advert, we are seeking a hardworking and enthusiastic part time, term time only Mid-day Supervisor to join our friendly professional team. For your information, please find attached: -

- Application Form
- Job Description

We have one part time vacancy: Equating to 5 hours per week during term time only.

You may also wish to look at our website - <http://banksroadschool.co.uk/> which gives a good flavour of the school. Finally, please do not hesitate to contact me if you have any queries regarding the appointment.

If you wish to apply for the post, please complete and return the enclosed application form, together with a supporting statement of **no more** than 250 words outlining:

- relevant experience
- or why you believe you would be prefect for this role

The closing date for applications is 10.00am noon on Monday the 8th August 2025. We intend to conduct interviews on the 12th August 2025 at approx. 10am.

We would like the successful candidate to commence in start on the 1st September 2025, where you will be able to meet the midday team members.

If you do not hear from us by this date, please assume that, on this occasion, you have been unsuccessful

References will be requested for all short-listed candidates; at least one of the references must be from a current or past employer and the other may be a personal reference from a professional acquaintance. References will be sought prior to interview.

I look forward to receiving your completed application form.

Nottinghamshire County Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff and volunteers to share this commitment. Successful candidates will receive the County Council's Safeguarding Policy that outlines the duties and responsibilities of the employer and all employees.

Kind regards,

A handwritten signature in cursive script, appearing to read 'H. Taylor'.

Helen Taylor