



Haydock High School

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Ref: IM/KB

18th August 2016

Dear Applicant,

Teaching Assistant Level 2

Can I begin by thanking you for expressing an interest in this post, and I hope that the enclosed information will encourage you to apply for it should you feel that you are an outstanding candidate that can make a significant contribution to our school and improving outcomes for our students.

The closing date for applications is Monday 19th September at 9.30am. Successful candidates will be invited for interview as soon as the shortlisting process has been completed. I would ask that you please ensure we are able to contact your referees by phone and email.

Yours sincerely,

Mr I Murphy
Headteacher