January 2017

Dear Candidate,

Teaching Assistant Level 2

Many thanks for the interest that you have shown in the above job. St. James’ is a thriving, vibrant Catholic learning community where we strive for excellence in all that we do.

On an initial basis, it is envisaged that the role of the successful candidate will be to support learning in a Key Stage Two in the mornings and a Key Stage One class during the afternoons.

We are looking for someone who will fit into our hardworking team and set the highest possible standards for both themselves and the children as well as upholding our Catholic ethos at all times.

I would urge you to read all the information given to you so that you can tailor your application letter accordingly.

*If you have received a paper copy of the CES application form, then an electronic copy (one you can type into) is available on the CES website (www.cesew.org.uk)*

If there are any further queries then please do not hesitate to contact the school.

I look forward to receiving your application!

Best wishes

Mr G Hayes  
Headteacher