

Tel: (0116) 271 2261
Fax: (0116) 271 0024
Email: office@launde.leics.sch.uk
Website: www.launde.leics.sch.uk

Oadby Learning Partnership
(Teaching School)
www.olpteachingschool.org
Email: olpltd@launde.leics.sch.uk



EXECUTIVE HEAD TEACHER
MISS INDERJIT SANDHU OBE, BA Hons, MA

HEAD OF SCHOOL
MS KATHRYN PRIDDEY BEd Hons

Scholars Academy Trust
Company Number 8515149

LAUNDE PRIMARY SCHOOL

New Street Oadby Leicester LE2 4LJ

April 2021

Dear Applicant

Thank you for your interest in the advertised post of Teaching Assistant working at Launde Primary School, which is part of Scholars Academy Trust.

This is an exciting opportunity to join our enthusiastic and dedicated team at Launde. For further information about the school please go to the school website at www.launde.leics.sch.uk

Normally we would welcome you to visit the school but unfortunately due to the current lockdown procedures we have had to stop this process. However, you are welcome to ring the school office for any additional information you may require.

The selection process will be in two parts:

Part One – All successful shortlisted candidates will be invited to undertake tests in English and Maths. If you are successful within these tests, you will then be invited for part two of the selection process.

Part Two – A formal interview during which you will be asked to work with a group of children, the choice of activities will be given to you on the day.

The closing date for applications is **Wednesday 5 May at 12pm**. As there may be limited time between shortlisting and interviewing please can you ensure that your referees are able to quickly turn around references. The interviews will take week commencing 10 May.

The successful candidate will be subject to satisfactory references, an Enhanced DBS, evidence of the right to work in the UK and a Disqualification by Association check. Only applications submitted on the school's application form will be considered.

The appointment will be confirmed with a contract of employment outlining full terms and conditions of employment, upon successful receipt of satisfactory references, and an enhanced DBS clearance.

Please note if you have not heard from us by the 10 May your application has been unsuccessful on this occasion and we wish you all the best for the future.

Scholars Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The Governors and I look forward to receiving your application.

Completed application forms can be returned via the relevant advertising portal or emailed directly to office@launde.leics.sch.uk. We look forward to receiving your letter of application and the relevant forms.

Yours sincerely,

Inderjit Sandhu
Executive Headteacher.