



January 2019

Dear Colleague,

**Head Teacher Vacancy, at Robert Mellors Primary Academy: L17- L23**

Thank you for your interest in the post of Head Teacher at Robert Mellors Primary Academy.

The closing date for applications is 12pm on Friday 15<sup>th</sup> February 2019. Candidates selected for interview will be telephoned as soon as shortlisting is completed. Written confirmation will also be emailed and posted first class.

To help you with your application, the following items are enclosed:

Job Description  
Person Specification  
Application Form  
School Information about Robert Mellors Primary Academy  
Redhill Academy Trust Information

You can also access these details via the Redhill Trust website at: [www.redhillacademytrust.org.uk](http://www.redhillacademytrust.org.uk). To arrange a tour of Robert Mellors Primary Academy or an informal discussion with the Director of Primary of Education, please contact Anne Hall, Primary Operations Lead, on 0115 9110402 or email [office@carlton.notts.sch.uk](mailto:office@carlton.notts.sch.uk).

If you would like to be considered for this fantastic post, your application should consist of a fully completed application form (together with a CV if that contains additional information) and a letter of up to two sides of A4 and be sent to Anne Hall at the above email address.

In your letter you should describe:

1. How your professional experience has prepared you for the role.
2. Your main priorities if you were successfully appointed to the post and strategies you would employ to continue to move the academy forward.
3. Your leadership style.

We are looking for a candidate who, above all, will have very high expectations of all pupils and staff at the academy and who is determined to lead Robert Mellors Primary Academy to future success.

I look forward to receiving your application.

Yours sincerely,

Julie Wardle  
**Director of Primary Education**