|  |  |  |
| --- | --- | --- |
|  | |  | | --- | | **Wandsworth Council**  Children’s Services Department  Town Hall Wandsworth High Street  London SW18 2PU  Please ask for/reply to: Angela Esson  Telephone: 020 871 8272  Minicom: 020 8871 8275  Email: angela.esson@richmondandwandsworth.gov.uk  Web: www.wandsworth.gov.uk  Our ref:  September 2024 | |

Dear Applicant

Thank you for your interest in applying for the position of Principal at Bradstow School. You can find further information about the school and the post, including a job description and person specification, and apply online at <https://jobs.richmondandwandsworth.gov.uk/>.

The first step in the selection process is your application. To get the most out of your application, please ensure you read through the person specification carefully and provide specific examples to demonstrate how you meet all the criteria. Other criteria will be assessed elsewhere in the selection process.

We encourage you to visit the School to help you prepare for your application. You are assured of a warm welcome. Visits can be arranged by James Lockwood, Human Resources Manager on 01843 862123.

The deadline for us to receive your completed application is midnight on **Sunday 29th September 2024.**

Shortlisting will take place on **Wednesday 9th October 2024**

Successful applicants will be invited to an interview and assessment day at the school on **Friday 18th October 2024**

If you are unable to apply online, or have any special requirements to enable you to fully participate in the application and/or selection process, please contact me on 020 8871 8272 or by e-mail to [csschools@richmondandwandsworth.gov.uk](mailto:csschools@richmondandwandsworth.gov.uk) to receive an application pack or with enquiries regarding the application process. Please ensure you provide a contact telephone number where you can be contacted or where we can leave a message.

We look forward to receiving your application.

Yours faithfully,

Angela Esson

**Senior Human Resources Officer**