



# GREASBY INFANT SCHOOL

Barker Lane, Greasby, Wirral, CH493NX

Tel.: 0151 677 2830

Email: [schooloffice@greasby-infant.wirral.sch.uk](mailto:schooloffice@greasby-infant.wirral.sch.uk)

Headteacher Mrs J Tomkinson. BA., N.P.Q.H



Dear Candidate

Thank you for your interest in the Headteacher vacancy at Greasby Infant School. I am very proud to be a part of the Governing Body and for the last 5 years have been privileged to hold the position of Chair of Governors. The relevant information you will need to make your application is as follows

- Job advertisement
- Job description and Person specification
- School Information
- Safeguarding/Child Protection Policy can be found on the school's website
- Application form and guidance notes for applicants

Our mission at Greasby Infant School is to provide a happy, relaxed environment where children are encouraged and supported to achieve their full potential and to develop an attitude of care and responsibility towards others and their surroundings.

We ensure that the children in this school will attain the highest standards of which they are capable. We encourage the children to be independent and self-confident and we believe that this can be achieved more readily when teachers, parents and pupils work together in partnership.

We would welcome and encourage you to visit the school. This will help you to gain a real sense of our special ethos and see what our school has to offer. To arrange a visit please contact Ms Heidi Burgess in the school office email [schooloffice@greasby-infant.wirral.sch.uk](mailto:schooloffice@greasby-infant.wirral.sch.uk) or telephone 0151 677 2830.

I hope that having had the opportunity to visit and learn about the school you will decide to make an application for the post. Please ensure that you address all relevant aspects of the Person Specification in your application. Personal Statements should be no longer than three sides of A4 at text size 12 please. Applications should be returned to Mrs N Milford, Chair of Governors at [nmilford@greasby-infant.wirral.sch.uk](mailto:nmilford@greasby-infant.wirral.sch.uk).

Closing date for applications is Monday 26<sup>th</sup> February @ 10.00am and the shortlisting process will take place by Tuesday 5<sup>th</sup> March 2024.

We will contact you by 6<sup>th</sup> March at the latest to confirm whether we would like to take your application forward. Interviews will take place on 14<sup>th</sup> and 15<sup>th</sup> March 2024.

I look forward to receiving your application.

Yours sincerely,  
Nicky Milford  
Chair of Governors