September 2022

Dear Prospective Candidate

Many thanks for your interest in working at The Elton High School. The Elton High School is a significantly oversubscribed school where the students are a real strength; visitors regularly comment on the calm and purposeful working atmosphere throughout the school. We have a history of high achievement with results placing us as the highest performing school in Bury LA and amongst the top proportion of schools in the country.

We want all our students to have a love for learning and the chance to reach their full potential. We encourage every student to have high aspirations and the ambition of our students places us well above the national average. Our success comes from having a passion in everything we do. Our aim is to help all students succeed in life and ensure they have a bright future. We have a strong commitment to continuing professional development and offer staff a number of opportunities. Since joining The Elton High School, I have been privileged to work with a highly qualified, talented and committed staff all of whom want the best for our students.

Elton is situated in the semi-rural North of Bury close to the M60, M61, M62 and M66 motorways. Our staff travel from both Greater Manchester and Lancashire meaning that both the city and countryside are easily within reach.

I have pleasure in enclosing the following information:

- An information pack including a job description, person specification and general details about the school.
- An application form.

If you wish to make an application for this post, please complete:

- An application form, which should include names and addresses of referees, providing e-mail addresses/fax numbers for your referees if at all possible.
- A covering letter of no more than 2 sides of A4 (font size 11) which outlines your reasons for applying, your experience thus far and the skills and attributes that make you suitable for this post.

Applications should be received no later than 10.00am on Friday 14 October 2022. Interviews are scheduled to take place as soon as possible thereafter, so please make sure we have your correct contact details. References for shortlisted candidates will normally be taken before the interview date.

I trust that you will find the enclosed information useful but please do contact Mrs Julie Green, Headteacher's PA, via email greenj@eltonhigh.bury.sch.uk if you require further information.

I look forward to viewing your application.

Yours sincerely

Mr J Wilton
Headteacher