



# Brookfield Community School

Brookfield Community School  
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Headteacher: Mr K Hirst  
Executive Headteacher: Mr T Croft - BEd

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Our reference: KH/GHR

8<sup>th</sup> September 2021

Dear Applicant

## Cover Supervisor

We are looking to appoint an enthusiastic Cover Supervisor to join our current team to provide classroom supervision in the event of teaching staff being unavailable and as a Form Tutor. When not used for cover, to provide administrative support to the teaching staff of a designated Department. The closing date for applications is Noon on Monday 20<sup>th</sup> September 2021 with interviews being held later that week.

To assist you in your application, the following is enclosed:

- Advert
- Job Description
- Person Specification
- Application Form

If you would like to be considered for the post, please return your application to Mrs G Rhodes on [g.rhodes@brookfieldcs.org.uk](mailto:g.rhodes@brookfieldcs.org.uk) which should consist of:

- A fully completed Application Form.
- A letter of up to two sides of A4 which clearly states your reasons for applying.

Brookfield Community School are committed to safeguarding and promoting the welfare of children and young people. The post is subject to an enhanced DBS check and successful references.

If you need any further information on the post or would like to visit, please contact Mrs Wendy Fox on 01246 568115 or via [w.fox@brookfieldcs.org.uk](mailto:w.fox@brookfieldcs.org.uk)

Finally, I would like to thank you for your interest in Brookfield Community School and look forward to receiving your application.

Yours faithfully

Mr K Hirst  
Headteacher

