



Ashby Willesley Primary School, Packington Nook Lane, Ashby-de-la-Zouch, Leicestershire LE65 2QG

Telephone: 01530 413654 Fax: 01530 560412 Email: office@willesley.leics.sch.uk Web: www.ashbywillesley.org.uk

Headteacher: Mrs C Dilks

Deputy Headteacher: Miss S Rainbow

Assistant Head: Mrs A Wilder

24 October 2021

Dear Applicant,

Thank you for your interest in working at our school. Before completing your application form, please take some time to consider the job description and person specification.

The vacancy is for an afternoon school cleaner, 6 hours per week (1.30pm to 4.30pm) on Tuesdays and Fridays during term time plus 18 holiday hours (usually during the Easter and Summer holidays). The pay is £9.25 per hour but a pay award is due. You will also receive holiday pay and the salary is paid in 12 equal instalments throughout the year. This is a permanent post to commence asap.

Please ensure that section 5 (Summary of Experience) on the application form is completed. Tell us about anything you have done or skills that you have that would help you to perform the school cleaner role; What are you like as a person? Why do you want to work at Ashby Willesley?

Shortlisted candidates will be selected on the strength of their application form which should reflect all information provided about the post.

We are very proud to be a good school and our cleaners play an important role in ensuring our children have safe and clean environments in which to learn. Confidentiality is expected from all employees.

Confirmation of appointment will be subject to a satisfactory enhanced DBS check and the return of satisfactory references which support the application.

The closing date for applications is **Monday 8th November at 9am**

References will be obtained in advance of interviews.

Yours sincerely

Mrs Lisa Watson
School Business Manager