Dear Applicant,

On behalf of the Governing Body, thank you for your interest in the position of Headteacher at Richard Avenue Primary School. I am delighted you are considering applying to join and lead our wonderful school.

Richard Avenue Primary School is a vibrant and diverse school, which is situated in the heart of Sunderland. The school was previously inspected by Ofsted in 2018 and was graded Good. This reflects all the hard work put in by all staff members, many of whom have served the school for many years. Our school provides a supportive, inclusive and nurturing environment which engages pupils in learning and all of the activities which create a successful school.

We are looking for a strong, enthusiastic practitioner who is passionate about equality, diversity and inclusion. We want somebody who is an effective leader, as well as an inspiration to staff and pupils and who has a vision for the strategic development of our unique school. The new Headteacher will continue to develop our many strengths which includes the progress our pupils make, our varied and enriching curriculum, and the excellent support we provide for the most vulnerable pupils. Education is always challenging, and the Covid pandemic has revealed many needs in the school community.

If you join us you will be supported by caring, dedicated and very professional staff, polite, active and hard-working pupils, and committed parents and wider community.

Governors are excited at the opportunities the appointment of a new Headteacher will bring. We are committed to working collaboratively and in close partnership as we continue the journey together to develop, build upon and improve our school.

Thank you for your interest in this position, and I would encourage you to look at the school’s website to find out more about us and take up the opportunity to visit our school and meet some of our staff and pupils.

If you have any further questions about this post, please feel free to contact me via [craighilton66@gmail.com](mailto:craighilton66@gmail.com) or

Lucy Atkinson [lucy.atkinson@togetherforchildren.org.uk](mailto:lucy.atkinson@togetherforchildren.org.uk)

**Please look very carefully at the job description and person specification for this post. Your personal statement must relate to the specification and be personalised to meet the priorities of our school.**

Please also check that you have given details of your referees, one of whom should be your current or most recent employer, and another should be someone who is able to comment on your performance at work from a position of responsibility, not as a peer. **Please note that CVs will not be accepted as applications.**

Thank you very much for your interest in this position, and we wish you every success with your application.

Yours Sincerely,

Craig Hilton

Chair of Governors