



**Fen Ditton Community Primary School
Horningsea Road Fen Ditton Cambridge CB5 8SZ
Telephone 01223 292342
E-mail: office@fendittonprimary.org
Headteacher: Mr Mark Askew**

11th November 2022

We are looking for a permanent Teaching Assistant, to start as soon as possible on a 30 hours per week contract, but we will also consider flexible hours or days.

Thank you for your interest in the above post.

Please find enclosed an application form, personal specification, job description, privacy notice for job applicants and the DBS Ex-Offenders policy.

The closing date for receiving applications is 12 noon on Wednesday 7th December 2022 and interviews will be held on Monday 12th December 2022.

I look forward to receiving your completed application form and a letter of application. (no more than two sides) to indicate the skills, knowledge and experiences you have for this post.

I will be happy to have a discussion about the post over the telephone with you.

Yours sincerely,

A handwritten signature in black ink that reads "M. Askew".

Mark Askew
Headteacher