



# Lady Lumley's School

November 2021

Dear Prospective Applicant

## **Appointment of Cleaner**

Thank you for your interest in the post of Cleaner.

You will find enclosed:

1. Job description
2. Person specification
3. Application form

If you decide to make an application, an application form and covering letter (see below) should reach school as soon as possible. Applications will be acknowledged if a stamped addressed envelope is enclosed with the application. Applications can be emailed to [k.holbrook@ll.coastandvale.academy](mailto:k.holbrook@ll.coastandvale.academy). The interview date is to be confirmed.

Your covering letter of application should include the qualities and experience which you feel are of particular relevance to the post and which you would bring if you were appointed.

I look forward to receiving your application.

Yours sincerely

Clair Foden  
Headteacher