

Our ref: ES  
Direct Dial: 01933 231274  
Email: [personnel@hattonacademiestrust.org.uk](mailto:personnel@hattonacademiestrust.org.uk)

December 2018

Dear Applicant

**Re: VI Form Support Assistant – Sir Christopher Hatton Academy**

Thank you for your interest in the post of VI Form Support Assistant at Sir Christopher Hatton Academy.

You will find a job description and further details about the post and the academy from the information provided as part of this pack. In addition, please take a look at our applicant information booklet which explains the benefits of working for our Trust - <http://www.hattonacademiestrust.org.uk/working-for-us/vacancies/>

I look forward to receiving your application by the closing date of Friday 4<sup>th</sup> January 2019 at 9.00am. Please use the Hatton Academies Trust non-teaching staff application form and attach a CV or additional sheets if required.

Your application should be emailed to [personnel@hattonacademiestrust.org.uk](mailto:personnel@hattonacademiestrust.org.uk).

**We are unable to accept applications by CV only.**

Yours sincerely



**Elaine Snell**  
**Personnel Manager**