



January 2022

Dear Applicant.

Middy Assistant at Geoffrey Field Junior School

Thank you for expressing an interest in the post of Middy Assistant.

We strongly believe that every child in our school should be given the very best opportunities, learning and experiences that we can offer and therefore this role will be vital in ensuring children are happy and supported during their midday break.

Ordinarily we would welcome visits to the school and this will be possible if you are invited for interview. In the meantime, if you are not familiar with our school, you may wish to look at our school website and school video to get a feel for what is important to us and our community.

Along with this letter, you should find enclosed an application form, childcare disqualification declaration, privacy notice, job description, and person specification. Please take into account the latter two when making your application.

If you would like to discuss this role further, or you have any queries, please do not hesitate to contact the school business manager: bursar@geoffreyfield-jun.reading.sch.uk

To apply for this role please return your completed application form and childcare disqualification declaration by email or paper copy to the School Business Manager. I look forward to receiving your application.

Your sincerely,

Shelly Hancock

Headteacher

Geoffrey Field Junior School
Exbourne Road, Reading. Berks. RG2 8RH
Telephone: 0118 9375475
Miss Shelly Hancock – Headteacher admin@geoffreyfield-jun.reading.sch.uk

