

THE SACRED HEART LANGUAGE COLLEGE

Roman Catholic Diocese of Westminster

The High Street, Wealdstone, Harrow, Middlesex, HA3 7AY

Executive Headteacher:
Miss Geraldine A. Higgins



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April 2024

Dear Candidate

Thank you for your interest in joining us at The Sacred Heart Language College. Enclosed you will find some general information about our school, the department and the nature of the post. I hope that this will provide you with a feel of our school as a vibrant and dynamic learning community and help to inform your decision making as to whether this is a school that you would like to be part of.

I am extremely proud to be the Headteacher of The Sacred Heart. We are truly blessed with a dedicated and highly skilled staff who work tirelessly to gain the best from our learners. It is down to their skill and the enthusiasm they engender in our students that we have such outstanding results and contextual value added.

At the heart of our community are our learners. Our students are proud to be here. They are committed, enthusiastic learners, representative of a fully comprehensive intake.

If you decide to apply please ensure that your completed application, along with your additional supporting statement, is sent to us by 12 noon on Wednesday 8th May 2024. Applications will be processed as they arrive. We encourage early applicants as we may consider earlier interviews depending on applications received.

Application is via Catholic Education Service recruitment documents which are available from the TES and from our school and trust websites: www.tshlc.harrow.sch.uk and www.blessedholymfamily.co.uk. Please ensure that you read the CES Notes to Applicants, complete all sections (including the CES consent to obtain references form) and include your supporting statement with your application form. Please also return the 'statement of additional outside employment' as information in this form must be considered with your application.

Completed applications should be sent by email to Mrs L. Lewis, Headteacher's P.A. at llewis@tshlc.harrow.sch.uk or can be sent to the school office (address above) for her attention.

If you are invited for interview you will be required to bring the Rehabilitation of Offenders Disclosure Form with you to the interview. This must be in a separate, sealed envelope clearly marked "Confidential – Rehabilitation of Offenders Act 1974 – Disclosure Form". This self-disclosure declaration must **not** be completed at the same time as the application, but will be sent to you separately with your invitation to attend for interview.

Thank you again for your interest in this post. I look forward to hearing from you should you decide you have something to offer our learning community.

Yours faithfully

Geraldine A. Higgins
Executive Headteacher

