

July 2017

Dear Applicant,

Thank you for your interest in the position of Admin Assistant at Bedford Free School.

We set out to offer the families in our community an additional, distinctive and world-class choice for their children. **Our school motto is “Go the extra mile”** and the team of staff here undoubtedly do this every single day to ensure that we give our students the very best possible education.

We are unashamedly ambitious for those in our care – we have been among the top performing schools locally with our first two sets of GCSE results. As the school has developed we have been keen to learn from some of the ‘outlier’ schools in the UK and abroad that are already producing the kinds of results for all students that many said were impossible. Our staff and students are working hard to achieve the same, and this appointment is a key part of that strategy.

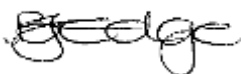
We are proud that we have put systems and structures in place which enable our staff to work with enthusiastic, motivated and well-behaved students and the school’s support team, led by the Business Manager add further expertise to ensure the smooth running of the school on a daily basis.

In support of this, we insist that our students’ families are keen and willing to abide by our values of Respect, Honest and High Expectations. Where they need extra support to do this, we provide it so that every child can benefit from our tight, routine-driven structure, and high performance culture.

If you think that Bedford Free School could be the right place for you to work at in supporting our students and welcoming our guests, then I would encourage you to visit the school to see for yourself how we do things. If you would like to arrange a visit or discuss the position further then contact us on recruitment@bedfordfreeschool.co.uk or 01234 332290.

I look forward to answering any questions you might have, and to receiving your application in due course.

Regards,



Bridget Edge
Chief Financial Officer
Advantage Schools

