



Applicants Checklist

Thank you for your interest in this post. Whether you are downloading information from our web site or have been sent it through the post or by e-mail you should have:

- ◆ Job description for the post
- ◆ Information on the role of Student Tutors (secondary teaching posts only)
- ◆ School profile (from the website)
- ◆ Application form
- ◆ Reference form – to be completed by your head teacher or the appropriate senior manager if you do not currently work in a school
- ◆ Equal opportunities monitoring form
- ◆ Guidance on Completion of Application Form and Head Teacher's Report

If you wish further information on this post, then please contact the Rector, John Anderson.

The application form together with the reference and monitoring forms should be returned to Jordanhill School by the **published deadline**.

Applications and references can be submitted by post or e-mail (preferred).
References must be signed by both the Headteacher and applicant.

All applications will be acknowledged.