



Beechwood Primary School

Linden Road
Luton, LU4 9RD

Mr M Sherwin-Peddie
Headteacher

Mrs M Breen-Smith
Deputy Headteacher

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Dear Applicant

RE: Application for Medical Assistant

Thank you for your interest in joining the team here at Beechwood.

Beechwood serves a multi-cultural community in the Leagrave area of Luton. We currently have 850 pupils on roll, including nursery pupils. Our pupils are friendly, polite, co-operative and keen to learn and our parents are supportive and welcome good home school liaison. You will be joining a committed, hardworking staff team who work well together to achieve improved outcomes for pupils. Please visit our website at www.beechwoodprimary.org.uk to find out more about the life and work of the school.

Our aim is to ensure that pupils leave us as well-rounded individuals who achieve their potential and have ambitions and aspirations for the future. If you feel that you could help us achieve our goal, I would be delighted to hear from you.

Please find enclosed:

- The Person Specification which will be used to shortlist applicants
- Job description
- An application form

Interviews for the position will be held week commencing **Monday 27th January 2025**.

The closing date for applications is Midday on **Wednesday 15th January 2025**.

Thanks again for your interest.

Yours sincerely

Mr M Sherwin-Peddie
Headteacher

