Dear Candidate

**Re: Teaching Assistant vacancy: Latchmere School**

Thank you for your interest in the above position at Latchmere School.

I am pleased to send you a job description and person specification for this post, together with an application form.

Completed application forms should be returned by 12 noon on the closing date specified in our advertisement. Please send your applicationby email to [hr@latchmereacademytrust.org](mailto:hr@latchmereacademytrust.org)

We will contact all applicants shortly after the closing date on the advertisement to inform them whether they have been shortlisted for interview.

If you have any queries, please contact us at [hr@latchmereacademytrust.org](mailto:hr@latchmereacademytrust.org)

May I wish you every success with your application.

Yours sincerely,

Marianne Isbell

HR Manager

Latchmere Academy Trust

[hr@latchmereacademytrust.org](mailto:hr@latchmereacademytrust.org)