



Woodlane High School

achieving success in a nurturing environment

Du Cane Road, London W12 0TN

Headteacher: Claire Maynard Tel: 020 8743 5668 Fax: 020 8743 9138 Email: admin@woodlane.lbhf.sch.uk

September 2022

Dear Candidate

**Re: School Business Manager
PO3-PO5 (£40,155-£49,428) (negotiable subject to experience)**

Thank you for your interest in the post of: **School Business Manager**

We hope the information contained in this pack will give you a clear picture of our school and our commitment to ensuring that all pupils achieve success in learning.

Your pack should contain:

- Job Advert
- Job Description
- Person Specification
- Hammersmith & Fulham application form
- Equal Opportunities Policy Statement
- Our most recent Ofsted Report (2019)
- Induction Policy

Please note that the closing date for your application is: Wednesday 28th September 2022 at 09.00.

The interviews are planned for: Tuesday 4th October 2022.

You are welcome to contact me to discuss the position further. Please email admin@woodlane.lbhf.sch.uk providing your contact number and I will give you a call.

We look forward to receiving your application.

Yours sincerely

Claire Maynard
Headteacher

