



## Wandsworth Council

Children's Services Department  
Town Hall, Wandsworth High Street  
London SW18 2PU

Please ask for/reply to: Lesley Lynch  
Telephone: 020 8871 8273

Email:  
[csschools@richmondandwandsworth.gov.uk](mailto:csschools@richmondandwandsworth.gov.uk)  
Web: [www.wandsworth.gov.uk](http://www.wandsworth.gov.uk)

Date: August 2020

Dear Applicant,

Thank you for your interest in applying for the position of Principal at Ernest Bevin College. You can find further information about the school and the post, including a job description and person specification, and download an application form from <https://jobs.richmondandwandsworth.gov.uk/>.

The first step in the selection process is your application. To get the most out of your application, please ensure you read through the person specification carefully and provide specific examples to demonstrate how you meet all the criteria. Other criteria will be assessed elsewhere in the selection process.

We encourage you to visit the School to help you prepare for your application. You are assured of a warm welcome. Visits can be arranged by e-mailing Fiona Wilkins at [fwilkins@ernestbevin.london](mailto:fwilkins@ernestbevin.london). Visits to the school will take place during the week of 7 September 2020.

The deadline for us to receive your completed application is **12 noon on Monday 14 September 2020**.

Shortlisting will take place on **Tuesday 15 September 2020**.

All successful applicants will be invited for interview and assessment on **Wednesday 23 September 2020**. Following this process, candidates may be shortlisted and those selected, invited for interview on **Thursday 24 September 2020**.

If you are unable to apply online, or have any special requirements to enable you to fully participate in the application and/or selection process, please send an e-mail to [csschools@richmondandwandsworth.gov.uk](mailto:csschools@richmondandwandsworth.gov.uk). Please ensure you provide a contact telephone number where you can be contacted or where we can leave a message.

We look forward to receiving your application.

Yours sincerely,

Lesley Lynch  
Senior Human Resources Officer

---

Director of Children's Services: Ana Popovici