

## 'Sowing seeds of success: growing courageous learners'

Sowerby Primary Academy  
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North Yorkshire  
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[www.sowerbyacademy.org](http://www.sowerbyacademy.org)

**Headteacher: Mrs K Ungerechts B.A. (Hons) P.G.C.E**

Friday 7<sup>th</sup> September 2018

Dear Applicant,

Thank you for your interest in the School Administrator post advertised at Sowerby Primary Academy.

Sowerby Primary Academy is part of Elevate Multi Academy Trust and is a warm, courteous and welcoming community. We aim to provide an excellent primary education for our children, focused on learning and raising achievement. Success is central to all that we do. We pride ourselves in the positive relationships that exist between all members of our school community and feel that these are an important foundation in securing our progress.

In December 2014, our school had an excellent Ofsted Inspection. We strive to be an outstanding school.

As a School Administrator you will join a supportive and ambitious team who are committed to the continuous improvement of our school and more importantly the children within it. We seeking to employ a highly motivated individuals who have a working knowledge of administrative procedures with excellent IT skills. Experience within an educational environment and SAGE education are desirable but not essential.

If you have any questions about the post please ask for myself Keeley Ungerechts. Thank you.

I look forward to hearing from you.

Many thanks,

Keeley Ungerechts  
**Head Teacher**

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Sowerby Primary Academy is part of

