



The  
Carlton  
Academy

**The Carlton Academy**

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Headteacher: Ms M Egwuma

Executive Headteacher: Mr R Pierpoint

January 2023

Dear Colleague

**Teaching Assistant**

Thank you for your interest in our recent advertisement for the above position at The Carlton Academy. I have pleasure in enclosing details.

If you would like to apply for the post, please send your letter of application to by post to HR Shared Services, William Lee Centre, Flatts Lane, Calverton, Nottingham, NG14 6JZ or to [hr@redhillacademytrust.org.uk](mailto:hr@redhillacademytrust.org.uk) clearly demonstrating your suitability for the role, together with the completed application form, to arrive before midday on Tuesday 28<sup>th</sup> February 2023. Please ensure that the post for which you are applying has been stated clearly on the application form.

Due to the number of applications we receive, it is with regret that we cannot respond to every application. Therefore, if you do not hear from me, please assume, on this occasion, your application has not been successful.

Finally, I would like to thank you for your interest in The Carlton Academy and look forward to receiving your application.

Yours sincerely

Robert Linthwaite  
Operations Manager