



Head Teacher: Gary Watson
Hollyfast Primary School
Hollyfast Road
Coundon
Coventry, CV6 2AH
Tel: 02476332521

Email: admin@hollyfast.coventry.sch.uk

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Dear Prospective Applicant,

Thank you for taking the time to find out more about the **Higher Level Teaching Assistant (HLTA)** vacancy at Hollyfast Primary School. I am delighted by your interest in this opportunity and hope this letter provides you with a clear insight into our school community, as well as further information about the role.

Hollyfast Primary School is a three-form entry primary school situated in the Coundon area of Coventry. Due to increasing demand for places and our strong reputation within the local community, the school has continued to grow and is now one of the largest primary schools in the city. This allows us to play an important and active role within our community.

Despite our size, Hollyfast has maintained a warm and welcoming family feel, which we consider one of our greatest strengths. Our staff and pupils share a strong sense of belonging and are highly supportive of one another, creating a positive and inclusive environment where everyone can thrive.

I began my role as Headteacher in January 2022 and feel truly privileged to lead such a wonderful school. Since my arrival, Hollyfast has undergone significant and positive change, supported by a dedicated and talented team. We are currently on an exciting transformational journey and, following a very positive Ofsted inspection in September 2023, the future for Hollyfast is incredibly bright.

"This is a time of exciting change at Hollyfast Primary School. A new curriculum and a sense of enthusiasm enrich the life of this community. Every day, happy pupils thrive, surrounded by kindness and care. This is a school that is committed to getting it right for pupils."

Ofsted, September 2023

"Mutual respect and positive relationships permeate all classes and behaviour is calm and purposeful across the school."

Ofsted, September 2023

Our vision and values are central to everything we do at Hollyfast. They are woven throughout all aspects of school life and help create a positive, supportive learning ethos for both pupils and staff. We are strongly committed to wellbeing and our staff *Wellbeing Charter* recognises that 'time' and 'space' are two of the most valuable gifts we can offer our team. I encourage you to review the charter as part of the application pack.

I would warmly encourage you to arrange a visit to our school, providing you with the opportunity to meet members of the leadership team, experience our environment first-hand and discuss how you could contribute to the continued success and future of Hollyfast.

The successful candidate will be a highly valued member of our team. We are proud to offer nurturing support and bespoke professional development opportunities to help our staff grow and thrive in their roles.

I very much look forward to recruiting a passionate, driven and enthusiastic HLTA to work alongside myself and our team as we continue our exciting journey ahead.

Yours faithfully,

Mr Watson
Headteacher

AIM high, GROW within and REACH beyond the stars

