



Mrs T Jones
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Priory Infant School
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Monday 28th November 2011

Re: Administration Assistant (KR4) Priory Infant School

Thank you for your application for the above post.

There were a high number of applications and all were considered carefully against the person specification criteria. We have shortlisted applicants whose qualifications and experience matched the highest number of essential and desirable elements on the person specification.

Unfortunately on this occasion you have not been shortlisted for interview.

I wish you every success with your future endeavours,

Yours sincerely

Tracey Jones

Mrs Tracey Jones
Headteacher