

Advertisement and Filling of Vacancies:

- Shall be in the National Press, Local Press and school website for PWT, RPT teaching positions;
- In the Local Press and school website for Part-time, (Maternity Leave positions);
- For PORS on the Staff Noticeboards during school term and on school website;
- Copy of advert to staff on leave to contact address.

Issuing of Results of outcome of interviews:

- *For teaching positions:* Following ratification of appointments by BOM the Secretary will inform all candidates in writing of the outcome of their interview.
- *For PORS:* Following ratification of appointments by BOM Secretary will issue outcome in writing next morning by hand to individual candidates prior to 10.00a.m. and will post outcome of interviews on staff noticeboards by 10.30a.m. Any candidate unavailable to receive their notice by hand will have their letter directed to pigeonhole in staffroom or posted to home address.

25th June 2009