



KING EDWARD VI SCHOOL, LICHFIELD

Upper St John Street, Lichfield, Staffordshire, WS14 9EE

Tel: 01543 255714 | Web: www.keslichfield.org.uk

Email: office@keslichfield.org.uk

Headteacher: Mrs C Forster

CCF/VLJ

January 2025

Dear Applicant

Assistant Catering Co-ordinator – Grade 4 – Permanent – Part-Time - Term Time only

Thank you for your interest in the above post. I hope you will find all the information you need on our website. Please do not hesitate to get in touch with the school if there is any further information which you require to assist you in making an application. As stated in the advertisement for the post the closing date is Friday 21 February 2025 and we will be interviewing on Thursday 27 February 2025. Any candidates who have not been contacted within 28 days of submitting their application, will not have been successful on this occasion.

King Edward VI School is a thriving, successful, highly respected and over-subscribed 11-18 school which serves the south-eastern part of the city of Lichfield and a number of surrounding villages. We are immensely proud of our traditions which go back a long way, but equally proud of our forward-looking and innovative team of staff who work very hard to keep us at the forefront of educational developments. We aim to provide an all-round education of the highest quality for our students and work hard to strengthen links with the families who entrust their children to us.

We are keen to appoint hard-working, committed and enthusiastic staff who share our values and are prepared to work as members of a team to help move our school forward into the next stages of its development. If you feel that this is the school that you would like to work in then please complete the application form and recruitment monitoring form in full, sign them and send them back to us, preferably by email.

Thank you for the interest which you have shown in this post.

We look forward to hearing from you.

Yours sincerely

Catharine Forster
Headteacher