

Cover Letter for a primary school teaching position

I. Elements to consider when writing this letter

Applying for a teaching position can be a difficult task as the number of applicants per position is currently on the up. This can be explained by factors such as solid job security and often a high level of job satisfaction in spite of the fact that the pressures and extra work required by teachers nowadays, is making the job a more and more stressful one.

When applying to be a primary school teacher, along with your CV and proof of all of the relevant security checks that you will need to provide, it is vital that your cover letter stands out amongst others and gives you the best possible chance of being short listed for an interview.

In your cover letter it is important that you try and transmit your passion for the job and show your potential employer that you genuinely want to give the young people that you teach the best start in their education. This can be through experience in teaching itself or any voluntary work that you have done in the past. Showing that you have an up-to-date knowledge of current teaching practices and methods can also make the difference between a successful or unsuccessful applicant.

Approachability and excellent communication skills are also vital.

Bernadette Groves

Mapperley Plains Primary School

Nottingham

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24/2/2015

Dear Mrs Groves,

I would like to apply for the position of Primary Teacher at Mapperley Plains, as I have seen advertised in Education monthly, February edition. Please find attached my CV and also my application form for this position.

I have qualified as a teacher from Nottingham University as of September 2014, since I have qualified I have been gaining extra experience by doing voluntary work within Primary schools around Nottingham, the reason for doing this was to gain a more in-depth knowledge of different students from different cultures and backgrounds, both in the city and also in county schools.

I have always enjoyed working with children, having lots of experience working in summer sport camps and also as a sports instructor. These areas taught me to have a great deal of patience when working with young children. During primary years, children learn so much very quickly, and to be a positive influence in a child's development at this stage of learning is a great experience and something that highly motivates me, it's amazing to see how far they grow and the progress that they make.

Throughout my studies and also during my work experience, I have learnt how to plan lessons and what subjects will be covered over a term and throughout the year, making sure that they

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followed the learning criteria as outlined by the government through the national curriculum, whilst also making sure that the children were provided with a fun yet safe learning environment that will give every child every opportunity to get the best from their education that they can. Through this method I feel that children make the best progress when the work is interesting and relevant to them.

For me teaching is very rewarding as well as challenging and this is a big motivating factor in my passion to teach. I have a high level of communication skills and not only work well with children but also my adult colleagues, working together to get the best out of the pupils.

You can see in more detail the qualifications, skills and knowledge that I have gained in my attached CV, and would relish the chance to discuss these further in an interview with you, and if you would like I would be more than happy to do a voluntary day of teaching to show you hands-on what I can do. Thank you for taking the time to look over my application and I am available at your convenience for an interview or if you wish to discuss my application further.

Yours sincerely