October 2019

Dear Applicant,

Thank you for your interest in relation to the post of Principal in Woodbrook College. The post of Principal will be filled in accordance with the following:

(a) The Edmund Rice Schools Trust Charter (click on the link below or download from

 www.erst.ie)

(b) Articles 20 & 21 of the Articles of Management for Catholic Secondary Schools. (Click on

 the link below)

(c) Department of Education and Skills Circular 0004/98- Revised In-school Management

 Structures in Secondary School: Appointments of Principals and Deputy Principals in

 Voluntary Secondary Schools. (Click on link below or download from www.education.ie)

(d) Role profile for position of Principal (click on link below)

Further information about the school is available on the schools website at www.woodbrookcollege.ie

Please click on the relevant link below to download the application form. Please note the closing date for applications is 1pm on Friday November 8th 2019. Only signed copies of the application form can be accepted. The application form and five “signed” copies must be returned by **registered post** to:

The Chairperson,

Board of Management,

Woodbrook College,

Dublin Road,

Bray,

Co. Wicklow.

**Note:**

* The outside of your envelope should be clearly marked “Application”
* Late applications will not be considered

Yours sincerely,

**Pat Keating,**

**Chairperson,**

**Board of Management**