



Nicol Mere Primary School
Roman Road
Ashton-in-Makerfield
WIGAN WN4 8DF

Tele : 01942 720871

Email : enquiries@admin.nicolmere.wigan.sch.uk
Website : www.nicolmereschool.co.uk

Welcome from the Chair of Governors

Dear Applicant,

On behalf of the Governing Board, I would like to thank you for considering the position of School Business Manager at Nicol Mere Primary School.

We are incredibly proud of our school and the community we serve. Nicol Mere is an Outstanding school, following our Ofsted inspection in November 2023, but what makes our school truly special goes far beyond an inspection judgement. We have wonderful children, an exceptionally committed staff team and a supportive school community where children are genuinely at the heart of everything we do.

Our school motto, "Learning is the passport to life... enjoy!", captures the spirit of Nicol Mere. We want our children to be safe, happy and inspired, whilst receiving the very best education we can provide. We have high expectations for every child, alongside a strong commitment to inclusion, personal development and ensuring that everyone feels a sense of belonging within our school family.

We are now looking for an exceptional School Business Manager to join us and become an important part of the next stage of our school's journey.

This is an exciting opportunity to take on a key role within a successful and ambitious school. Our new School Business Manager will work closely with the Headteacher, senior leaders and Governing Board, bringing their professional expertise, ideas and experience to help ensure Nicol Mere continues to thrive. Full details of the responsibilities and expectations of the role can be found within the accompanying job description and person specification.

Just as importantly, we are looking for someone who will become part of the Nicol Mere family. We are looking for someone who is approachable, positive and solution-focused, who enjoys working as part of a team and shares our commitment to doing the very best for our children.

You would be joining a school with much to celebrate, but we are not complacent. Being Outstanding does not mean standing still. We are always looking for ways to develop and improve, and we hope our new School Business Manager will bring fresh thinking, enthusiasm and expertise to help us shape the future of our school.

We would very much encourage you to come and see Nicol Mere for yourself. You are warmly invited to contact the school to arrange a visit, where you will have the opportunity to look around, meet members of our team and get a real sense of what makes Nicol Mere such a special place to work.

If you are excited by the prospect of joining an ambitious, successful and welcoming primary school, and believe you have the skills and values to contribute to its future, we would be delighted to hear from you.

Thank you again for your interest in Nicol Mere Primary School. We look forward to receiving your application.

Yours sincerely,

Mr T. Boardman
Chair of Governors
Nicol Mere Primary School