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Ms Sylwia Antczak  
40d Gledstones Road  
Barons Court  
London  
W14 9HU

my ref  
0032424/T003630

date  
05/10/2010

please ask for  
Mark Cudjoe

Dear Ms Antczak

I am pleased to confirm your appointment to the following post of responsibility:

**School:** Oaklands Primary School  
**Post:** Teacher Oaklands  
**Post No:** T003630  
**Responsibility:** Leading ICT  
**Salary scale:** Grade Qualified Teachers Grade  
Spinal Point 4.00 plus TLR 2 £2,535  
**Effective from:** 01/09/2010

The Director of Finance has been notified and the appropriate adjustment will be made to your salary as soon as possible.

Yours sincerely

Mark Cudjoe   
HR Operations Team

