

# Wootton Academy Trust

## Cover Supervisors

Hours: 32.5 hours per week, term-time only (including 5 training days)

Salary: Level 4, Point 11-15, £21,748 - £23,541 pro rata per annum

We are seeking an additional Cover Supervisor to join the team.

The post would suit confident, assertive individuals who have a good rapport with young people and is able to supervise classes in the absence of their teachers, ensuring that learning takes place in a calm and orderly environment.

You will be expected to set high expectations to motivate and challenge pupils whilst managing behaviour effectively and promoting a positive learning environment. In periods where cover is not required the ideal candidates must be flexible enough to undertake other tasks such as exam invigilation, break duties, form responsibilities, administration and general support.

You will have experience of working with young people ideally gained in an educational setting. The successful candidates will be enthusiastic and self-motivated and be able to work with minimum supervision.

**Closing Date:** Open until filled. Please note that we will be running this as a rolling recruitment and selection process during the recruitment campaign, therefore please submit your application at your earliest opportunity.

**Applicants must complete the Trust's application form - we cannot accept CVs.** An Application Form and recruitment information can be downloaded from our website [www.woottonupper.co.uk](http://www.woottonupper.co.uk) or requested by email from [recruitment@wootton.beds.sch.uk](mailto:recruitment@wootton.beds.sch.uk).

Please return the completed Application Form either by email to [recruitment@wootton.beds.sch.uk](mailto:recruitment@wootton.beds.sch.uk) or by post to the HR Department, Wootton Academy Trust, Hall End Road, Wootton, Bedfordshire, MK43 9HT.

***Wootton Academy Trust is committed to safeguarding the welfare of children and young people, and expects all staff and volunteers to share this commitment. Applicants will be required to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.***

***Wootton Academy Trust supports Equal Opportunities Employment.***

***A NOTE FOR RECRUITMENT AGENCIES - We prefer to hire people directly. We'll be in touch if we need you!***