

	<p>Church Stretton School          Shrewsbury Road          Shropshire SY6 6EX          Telephone Number : 01694 722209</p>	
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**Job Title: Cover Supervisor**

**Hours: 28 hours per week**

**Contract Type: Fixed Term until 31<sup>st</sup> August 2023 (subject to review)**

**Salary: Grade 6, SCP Point 7 - 11**

**£22,369 - £24,054 per annum pro rata to hours worked (£11.59 - £12.47 per hour)**

**Term Time Only (43.21 weeks per year)**

**START DATE: As soon as possible**

The TrustEd CSAT Alliance is a multi-academy trust based in Shropshire consisting of five secondary schools and four primary schools and is committed to raising pupils' aspirations so that all young people reach their fullest potential and achieve the success they want for themselves.

We are looking to appoint a Cover Supervisor who will work under an agreed system of supervision, to supervise whole classes during the short-term absence of the class teacher under the guidance of teaching/senior staff. This includes implementing work programmes, managing student behaviour, and assisting students in relevant activities in line with the school's policies and procedures.

The role will require the post holder to supervise work that has been set by the teaching staff, and to provide feedback to students in relation to progress and achievement. The post holder may also be required to undertake lunchtime supervision duties. The role will be flexible to include supporting individual or groups of students and assisting specific departments with routine administrative tasks. A comprehensive induction programme and training will be provided.

We are seeking an individual who has:

- Experience of working to support children's learning gained in a relevant environment
- Demonstrate an organised and positive approach to students to encourage their learning
- Well-developed interpersonal skills to be able to relate well to a wide range of people
- Work constructively as part of a team whilst being able to demonstrate initiative

The post will require the successful applicant to be self-motivated, have good communication and organisational skills, a friendly manner and able to work under pressure.

**Application process:**

Full details of the role and application process are available from the School's website [Home | Church Stretton School](#). If you feel you have the qualities to complement our existing team then we would love to hear from you. **Please note CVs will not be accepted.**  
The closing date for all applications is **Wednesday 7<sup>th</sup> December 2022 at 9am.**

Interviews will be held as soon as possible after the closing date. An email will be sent to shortlisted candidates with details of the interview process. If you have not heard from us within a week of the closing date, please assume your application has been unsuccessful.

Completed application forms should be returned to Marilyn Gibbs at the school or by email to [admin@csschool.co.uk](mailto:admin@csschool.co.uk) by the closing date.

The appointment is subject to satisfactory pre-employment clearances including references, medical clearance and an enhanced DBS Disclosure under the "Rehabilitation of Offenders Act 1974". Further details regarding this check are available by visiting [www.dbs.gov.uk](http://www.dbs.gov.uk). This school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expects all staff and volunteers to share this commitment.