**Cover Supervisor**

**December 2021**

**Minimum of 2 days a week (5.75 hrs per day) 39 weeks per year**

**Grade G, points 8 to 13 £20,493 - £22,627 FTE (pay award pending)**

Sponne is an outstanding community comprehensive school with some 1418 students aged 11-18 on roll, and with specialisms of Science and Music. Outcomes are very high with 78% of students gaining grades 9-4 including English and Mathematics at GCSE.

We are seeking to appoint Cover Supervisors with the ability and confidence to manage a class of 30 students in this vibrant and exciting school.Comprehensive training in classroom management and pupil behaviour will be given, together with in house support with experienced teachers. We require candidates to work for a minimum of 2 days per week and a maximum of 4 days.

The successful candidate will:

* be educated to at least A level standard
* demonstrate a good standard of IT skills
* have to meet the person specification and will be required to apply for a DBS disclosure.
* have a genuine desire to help others.
* have previous experience in a school or in customer services

Candidates must be eligible to live and work in the UK

Tove Learning Trust is a fast moving and exciting place to work. The trust schools have a shared vision and purpose: to deliver outstanding educational experiences that lead to inspiring outcomes. Each academy has a strong individual identity and tailors their educational provision to serve their local community. Academies within the trust collaborate to share expertise and maximise opportunities and experiences for our students.

**The Trustees of Tove Learning Trust are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.**

**How to apply**

All documents including the full job description, person specification and application form are available on our website [www.sponne.org.uk](http://www.sponne.org.uk) . Please ensure your application form and covering letter includes examples of your experience and how you meet the criteria outlined in the job description and person specification. Please do not send CV’s without a fully completed application form. Further information requests or completed applications should be sent to Lisa Gordon on recruitment@sponne.org.uk

**Closing date for applications: Midday on Wednesday 8th December 2021**

**Interview date: To be confirmed**