



Blenheim

# Cover Supervisor

April or September 2024

Term time only  
Salary Negotiable



[www.blenheim.surrey.sch.uk](http://www.blenheim.surrey.sch.uk)

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# BACKGROUND INFORMATION

Blenheim High School became Surrey's most improved school for public examination outcomes in 2018, was categorised by Ofsted as 'Good' in all areas in May 2019, has been oversubscribed since 2020 and achieved its best public examinations results in summer 2023. In March 2023, despite the consistently large increase in student recruitment, Blenheim secured the biggest increase in first preference Year 7 applications across Surrey.

Blenheim is a dynamic, exciting and supportive environment in which to work. The school opened in September 1997 with one year group and has grown to its current size of 1410 students on roll including over 200 in the Sixth Form. Blenheim is a mixed comprehensive and our reputation in the community is excellent. The intake comprises of students from all surrounding areas with ability levels being favourable; over 40% of all students have high prior attainment at the end of Key Stage 2. In recent years the school's popularity has grown significantly, as detailed below:

Year	2023	2022	2021	2020	2019	2018	2017
Number of Year 7 Students Recruited	248*	248*	248*	248*	234	209	188

\* Waiting lists currently operate in these four year groups.

As a Single Academy Trust Blenheim's features include:

- A 36-week academic year with a fortnight October half term break and a 7 week summer holiday.
- Formative assessment is embedded across the curriculum ensuring students have a clear understanding of their 'next steps'.
- A significant financial reserve, which Blenheim has complete autonomy to invest.
- Modern buildings and infrastructure, that benefitted from £1.75million of investment in 2022/2023.
- A strategic goal prioritising staff well-being, led by the senior whole school well-being lead.
- A comprehensive co-curricular programme prioritising the development of the whole student.
- A Chelsea FC Blenheim Girls' Football Academy that competes in the National Youth Football League.
- A 'Blenheim Ambition' Dance Academy and a Blenheim Golf Academy.
- A 'High Performers' programme to boost student aspirations, independence and career prospects.
- An extended day for Year 11 and Year 13 students until 5pm Monday – Thursday, with complimentary biscuits, squash and pizza.

In 2019, Blenheim was characterised as a 'good' school following a Section 5 Ofsted inspection. Please [click here](#) to read the Ofsted Report. Ofsted commented that the school had excellent capacity to continue improving. The Headteacher, Mr A A Bodell, has made a long term commitment to Blenheim.

Blenheim converted to Academy Status in March 2012 and has developed many community and primary school links. Blenheim is a well-resourced school and is fortunate to have outstanding facilities including modern buildings, large grounds, an AstroTurf pitch, bespoke sixth form facilities and grass football and rugby pitches. Together with a very supportive and well qualified governing body the school continues to prosper. Visitors often comment on the calm, purposeful learning environment that pervades.

Blenheim sets high standards in terms of uniform with several 'non-negotiables' and there are strict expectations regarding behaviour and conduct, both in and out of the classroom. Students can be given up to 1 hour detention on any given day without 24 hours' notice. Ofsted described Blenheim as 'calm, orderly and purposeful' and our students as 'respectful, kind and courteous', which is what those of us who work at Blenheim see every day. The Headteacher has little sympathy for poor standards of student behaviour.

As Blenheim students prepare to take up their place in society they are actively encouraged to become independent learners. Part of this process involves the use of iPads across the curriculum; all teachers and 98% of students own one. Technological evolution is inevitable and this approach is key to ensuring that students develop attributes that will allow them to adapt in a rapidly changing world. The iPad complements daily teaching and allows students to easily access a multitude of interactive and innovative resources both in and away from school.

# BLENHEIM GCSE RESULTS 2023

Blenheim's 2023 GCSE and A Level results broke school records in a number of areas. A combination of well-researched teaching and learning practices, rhythmical assessment and feedback, frequent reporting, well-timed interventions and consistent monitoring of student performance, coupled with an extended day for Years 11 & 13 students, led to the majority of outcomes surpassing those achieved previously.

*'The return to pre-pandemic grading means that national results will be lower than last summer. It will be most meaningful to compare this year's results with 2019, the last year that summer exams were taken before the pandemic.'*

Rachel Taylor, Associate Director, Standards & Technical Issues, Ofqual

## Headline Figures

### GCSE Grade 9 - 4

	Blenheim 2023	Blenheim 2019
5 or more + 9 - 4 incl. Maths & English	66%*	65%
Maths 9 - 4	74%	78%
English Language 9 - 4	76%*	72%
English Literature 9 - 4	75%	78%
Maths & English only 9 - 4	70%*	64%
Combined Science 9 - 4	83%*	71%
Total 9 - 4	70%*	69%

School Record \*

### GCSE Grade 9 - 5

	Blenheim 2023	Blenheim 2019
5 or more + 9 - 5 incl. Maths & English	44%	41%
Maths 9 - 5	52%	58%
English Language 9 - 5	59%*	53%
English Literature 9 - 5	62%*	53%
Maths & English only 9 - 5	49%*	49%
Combined Science 9 - 5	65%*	53%
Total 9 - 5	55%	53%

School Record \*

### GCSE Grade 9 - 7

	Blenheim 2023	Blenheim 2019
5 or more + 9 - 7 incl. Maths & English	10%*	4%
Maths 9 - 7	18%	21%
English Language 9 - 7	22%*	9%
English Literature 9 - 7	24%	12%
Maths & English only 9 - 7	14%*	8%
Combined Science 9 - 7	27%*	21%
Total 9 - 7	23%	17%

School Record \*

# BLENHEIM GCSE RESULTS 2023

English Baccalaureate Curriculum Outcomes (Grades 9 – 5 and 9 - 7).

	Blenheim 2023	Blenheim 2019
Geography 9 - 7	21%	17%
Geography 9 - 5	50%	57%
History 9 - 7	21%	16%
History 9 - 5	50%	35%
French 9 - 7	38%	40%
French 9 - 5	69%	75%
Spanish 9 - 7	34%	36%
Spanish 9 - 5	82%	68%
Computing 9 - 7	60%	12%
Computing 9 - 5	80%	53%

10 Highest Achieving GCSE Students.

Name	GCSE				Destination
	Grade 9	Grade 8	Grade 7	Grade 6	
Student 1	4	4	1		Blenheim Sixth Form
Student 2	3	4	2		Blenheim Sixth Form
Student 3	2	6	1		Sutton Grammar
Student 4	2	5	2		Blenheim Sixth Form
Student 5	4	2	2	1	Esher College
Student 6	3	4	1	1	Blenheim Sixth Form
Student 7	3	3	2	1	Blenheim Sixth Form
Student 8	3	3	2	1	Blenheim Sixth Form
Student 9	3	1	5		Blenheim Sixth Form
Student 10	4	2	1	1	Blenheim Sixth Form

# BLENHEIM A LEVEL RESULTS 2023

A Level Outcomes

	Blenheim 2023	Blenheim 2019
A* - A	23%*	16%
A* - B	50%*	41%
A* - C	76%	71%

School Record \*

L3 BTEC Outcomes

	Blenheim 2023	Blenheim 2019
D*	13%*	6%
D* - D	52%*	25%
D* - M	80%*	50%

School Record \*

10 Highest Achieving A Level Students.

Names	Grades	Qualification 1	Qualification 2	Qualification 3	Qualification 4	Destination
Student 1	A* A* A*	Mathematics	Further Maths	Physics	n/a	Oxford – Physics
Student 2	A* A A C	Biology	Chemistry	Further Maths	Maths	Leeds – Medicine
Student 3	A* A A	Chemistry	Mathematics	Further Maths	n/a	Bristol – Maths
Student 4	A* A A	Chemistry	Mathematics	Further Maths	n/a	D'ham - Primary Teaching
Student 5	A A A B	English Lit	Psychology	Mathematics	History	Nottingham – Law
Student 6	A A A	Drama	Geography	Sociology	n/a	Durham - Geography
Student 7	A A A	Biology	Chemistry	Sociology	n/a	B'ham – Medical Science
Student 8	A* A B	Biology	Further Maths	Mathematics	n/a	Surrey – Maths
Student 9	A A A	Mathematics	Physics	Product Design	n/a	Warwick – Engineering
Student 10	A B Dis *	Biology	Chemistry	BTEC H&S Care	n/a	Applying for Vet Medicine

# JOB PROFILE



## **The Aim**

The key aim of the role is to facilitate cover for the planned and unplanned absence of teachers. The Cover Supervisor will be required to manage groups of up to 30 students independently and to appropriately deliver the classwork set to a high standard, answering any student questions, to the best of their ability. The role is an excellent opportunity for candidates to develop classroom pedagogy with a view to entering teaching thereafter.

The post holder will work from 8.30am to 4pm each day.

## **Accountable to**

- Deputy Headteacher - Curriculum.

## **Supporting roles**

- The school secretariat, teaching staff and other Blenheim colleagues.

## **Key Responsibilities**

- Deliver lessons where the normal cover has been left, to a high standard with limited preparation time and on occasion at short notice.
- Provide students with a positive climate for learning, using the school's behaviour policies consistently and fairly where necessary to effectively manage the behaviour of students.
- To provide students with the necessary resources for their learning in liaison with class teachers, and Heads of Subject.
- To register and record student attendance in lessons.
- To answer students' questions regarding the instructions left by the subject teacher.
- Respond to any questions from pupils about process and procedures.
- To ensure classes enter and exit classrooms and teaching spaces in an orderly fashion.

- To ensure a calm and purposeful atmosphere for working during the lesson.
- To engage all pupils in the pre-set activities.
- To follow School systems and procedures on the management of behaviour.
- To undertake appropriate specified tasks in the lesson under the direction of a teacher.
- To ensure classrooms are left tidy and ready for the next lesson after dismissing the class.
- To build and maintain supportive relationships with pupils, treating all individuals consistently and with respect and consideration.
- To encourage acceptance and inclusion of all pupils.
- To report to the Deputy Headteacher at the start and end of each day.
- To liaise with Department or Subject heads or a representative to answer questions about work set by the subject teacher when appropriate.
- To report back to Department or subject heads and teachers on the lesson covered and any issues related to cover work.
- To carry out administrative tasks associated with all the above duties.
- To attend staff briefings and meetings to keep up to date on issues related to pupils and cover.
- To undertake professional development as appropriate, including the training days and evenings.
- To contribute to the overall ethos of the School.
- To be aware of and adhere to applicable rules, regulations, legislations and procedures including the School's Equal Opportunities Policy, national legislation [including Health and safety, Data Protection].
- Deal with any immediate problems or emergencies according to the school's policies and procedures.
- Report, as appropriate using the school's agreed referral procedures, on the behaviour of pupils during the class and on any problems arising.
- To undertake INSET and training relevant to the role
- On occasions when cover is not needed, the Cover Supervisors may also be required to carry out the following agreed tasks:
  - ✓ Support identified SEN pupils in lessons
  - ✓ Help with the supervision of First Aid (as agreed)
  - ✓ Carry out suitable administrative tasks
- Any other duties commensurate with the post.

### **Safeguarding**

- To be familiar with school policies, in particular safeguarding procedures, and promote the welfare of children.

### **Person Specification**

- Experience in a similar role may be considered advantageous
- Have experience of working with students with differing needs.
- Have a passion for motivating students to improve outcomes.
- Have a flexible, aspiration and enthusiastic attitude.
- Be reflective and have a desire to work effectively in partnership with students.
- Have a desire to set high expectations, embrace change and challenge and support all members of the team.
- Experience of working with children of the relevant age.
- Numeracy and literacy skills equivalent to NVQ Level 2 or GCSE Grade C in Maths and English.
- Understanding of the curricular requirements of the school, these to include statutory requirements.

- Competence in the use of ICT to support teaching and learning.
- Ability to work with a minimum of supervision and within a team.
- Ability to manage pupils in a classroom setting, using approaches which are appropriate to pupils' needs in order to involve and motivate them; including a good understanding of SEN characteristics.
- Communicate confidently and effectively with students and other members of staff.
- Have high expectations of behaviour, following established frameworks for discipline which include a range of strategies, using praise, sanctions and rewards consistently and fairly.
- Maintain good relationships with pupils, exercising appropriate authority and act decisively when necessary.
- To manage classes effectively, Friendly, polite and courteous manner in dealing with people at all levels in the organisation
- Able to maintain confidentiality at all times.

### General

- A genuine interest and enjoyment in working with educators, schools and learning.
- A willingness to embrace a growth mind set.
- A motivated individual who can inspire.
- The ability to 'absorb' the challenges of the day and still maintain high standards of professionalism.
- A team player putting students first and working with colleagues efficiently and effectively; recognising the 'greater good'.
- Strong interpersonal and communication skills both orally and in writing.
- Ability to demonstrate flexibility and tenacity.
- Confident, assertive and able to thrive in a challenging environment.
- Commitment to individual continuous professional development, wanting to 'get better' by building on strengths but also recognising development areas and actively seeking to improve them.
- Demonstrate a keen interest in all aspects of school life.
- To show solidarity by supporting school policy, and the leadership team, publicly.
- To challenge school policy, and the leadership team, privately.



# THE APPLICATION PROCESS

Please either click on 'Quick Apply' or complete the school's application form including a Statement of Application outlining achievements to date and detailing why you are the right person for the role given the candidate brief. Please ensure this is no more than two sides of A4.

If choosing to complete the school's application form then please email your completed application to [recruitment@blenheim.surrey.sch.uk](mailto:recruitment@blenheim.surrey.sch.uk). Applications should be received by **12.00pm (noon) Monday 11<sup>th</sup> December 2023** with interviews scheduled for later that week. **The school reserves the right to interview and appoint this position ahead of any advised application closing date should an appropriate candidate be found. Therefore, it is advisable to submit applications as early as possible.**

Please be reminded that you are liable to prosecution if you are included in the Disclosure and Barring Service's/Disclosure Scotland's Children's Barred List and engage, or seek or offer to engage, in work which either involves contact with children or provides opportunities for contact with children.

