



We are a friendly, caring and inclusive community:

Proud of our creativity

Passionate about learning

Keen to inspire

Valuing ourselves and each other

Determined to be the best that we can be

Cover Supervisor (with Learning Support role)

Salary Grade: Grade 6, Point 8 - 13 (£22,777-£24,948 FTE)

Contract Type: Permanent

Hours of Work: The normal hours of work for this role will be 8.15 a.m. to 3.15 p.m., five days per week with 30 minutes for break and lunch, which are unpaid. Term time only (38 weeks plus 2 INSET days)

Responsible To: Cover Manager

Closing Date: Monday 3 July 2023 at 12 noon

Interview Date: Interviews on application. Should a suitable candidate be identified before the closing date, the vacancy may be closed early.

Start: September 2023

John Mason School is a friendly, dynamic school with a supportive and warm ethos.

We are seeking to appoint an enthusiastic, flexible and hardworking Cover Supervisor who will work with the students in school and also provide additional support within the Learning Support Department/Alternative Curriculum.

You will be involved in delivering pre-prepared lessons in the absence of the Teacher, motivating and enabling students to progress in their learning, managing behaviour in line with the School's Behaviour Policy and, when necessary, accompany teaching staff and students on school trips.

The successful applicant will:

- Work effectively and flexibly within the school team
- Be able to excite, inspire and motivate students
- Deliver quality learning during lessons
- Be dynamic, proactive and able to use their own initiative
- Have a positive, can-do attitude to the demands of working within a school environment
- Have high expectations of students' achievements and behavior
- Have good organizational, interpersonal and communication skills
- Have a good spoken and written English, and possess literacy and numeracy skills, preferably in English and Maths to at least GCSE Grade C or equivalent
- Be proficient in IT to effectively support learning

***An application pack is available from our website or from
Ms J Howse (01235 466054, jane.howse@johnmason.oxon.sch.uk).
CVs alone are not acceptable.***

Abingdon Learning Trust is committed to safeguarding children and young people. All post holders in regulated activity are subject to appropriate vetting procedures and a satisfactory Disclosure and Barring Service Enhanced check. The Trust is fully committed to the principles of equal opportunity, diversity and inclusion and welcomes applications from less well represented groups in the school and Trust. Posts in regulated activity are exempt from the Rehabilitation of Offenders Act (ROA) 1974 and all shortlisted candidates will be required to disclose information about their previous criminal convictions. All staff are expected to promote fundamental British values.