

# Cover Supervisor

School:	Thomas Knyvett College	Posted:	15th May 2023
Location:	Stanwell Road, Ashford, Surrey TW15 3DU	Expires:	22nd May 2023
Contract Type :	Permanent	Start Date:	01:08 PM
Salary:	FTE £26,080-£28,617pa (£21,086-£23,137pa pro rata)	Job ID:	As Soon As Possible
Hours:	Full Time	Job Reference:	1279598 TKC



Thomas Knyvett College

**Working 34 Hours per week/39 Weeks per Year (Term-Time)**

**Work Pattern: Monday to Friday/8:00am to 3:28pm with a 40 Minute unpaid break**

Thomas Knyvett College is a successful, over-subscribed school. We have made rapid and sustained progress over the last five years. However, we are not complacent and seek to ensure that the next five years are as productive as possible. As an exceptional learning community, we have developed our vision and we are as ambitious as ever for our students and staff. We see the College as the central resource for learning and support in the local community and continue to strive for excellence in all we do.

We have an exciting opportunity for a Cover Supervisor to join the team at Thomas Knyvett College. The role supports learning and teaching within the school, by helping maintain consistency of teaching and supervision. Assisting teaching staff with administrative elements of their role. Candidates should possess excellent interpersonal and listening skills with a commitment to helping.

THPT can offer:

- An opportunity to be part of a dynamic and developing organisation
- Excellent benefit package to include Cycle to Work, Sainsbury's Loyalty Discount and access to discount schemes
- Fantastic Local Government Pension Scheme, including generous employer contributions
- Rewards and Benefits Scheme that includes Loyalty and Service Awards

All adults employed by the Trust have a responsibility for data protection and have a duty to observe and follow the principles of the GDPR Regulations.

The Howard Partnership Trust welcomes applications from all, irrespective of gender, marital status, disability, race, age or sexual orientation.

All applicants must be able to provide evidence of their Right to Work in the UK prior to commencement of employment. As part of our need to comply with UK immigration rules, you will be required to provide Home Office stipulated documentation prior to interview.

Early applications are encouraged. We reserve the right to interview and appoint prior to the closing date of this advertisement.

The Successful candidate will have a minimum of 5 GCSE's at Grade C or above (including English & Maths) or equivalent, or be able to evidence ability to an equivalent level.

**Values and Behaviours**

We are a values-based organisation and seek to recruit individuals who can demonstrate our values.

Our values will be assessed through the selection process, so we ask all applicants when providing their supporting statement to also incorporate not only how they meet the essential criteria for the role but to also demonstrate our values.

Our values are:

- Integrity - displaying honesty and having strong moral principles
- Partnership - working together and taking collective ownership to achieve the same goals
- Advocacy - working hard on behalf of others to maximise their success
- Resilience - finding success again after something difficult or negative has happened
- Compassion - displaying empathy towards and a desire to help others
- Aspiration - aiming high to achieve success

Please ensure your supporting statement reflects our Values

PLEASE FORWARD NO FURTHER INFORMATION

## SAFEGUARDING AND FURTHER INFORMATION

The successful candidate will be subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS).

The Howard Partnership Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

Due to the nature of this role, it will be necessary for the appropriate level of criminal record disclosure to be undertaken. In making your application, it is essential you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences. This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are 'spent' under the provision of the Act, and, in the event of the employment being taken up; any failure to disclose such convictions will result in dismissal or disciplinary action. The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment.

### **Safeguarding Statement:**

"This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment." Employment is subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS).