CENTRAL TO OUR ADMINISTRATIVE PHILOSOPHY IS TEAMWORK AND POST-HOLDERS ARE EXPECTED TO EMBRACE THIS PREREQUISITE AND BE PREPARED TO ACT FLEXIBLY IN RESPONSE TO THE DAY-TO-DAY NEEDS OF THE SCHOOL

JOB TITLE: Examinations Invigilator

HOURS: Casual
GRADE: GR2

Job Purpose
- To work from 8.30am each day, until the end of the daily examinations (possibly 5.00pm by rota)
- To assist and support teachers and students in the public examinations
- To help individual students as required

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

An enhanced DBS check is required for all successful applicants.

OBSERVANCE OF THE ACADEMY’S EQUAL OPPORTUNITIES POLICY WILL BE REQUIRED

Signed: ____________________________ (Executive Head Teacher)
Signed: ____________________________ (Post-holder)
Date: _______________________________