

## Post Title: Examinations Invigilator

**Salary:** Scale B Point 2 - £12.65 per hour  
**Hours:** Casual Hours throughout the school exam periods  
**Weeks:** Adhoc Basis  
**Contract:** Casual  
**Required for:** As soon as possible

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The Wensum Trust is seeking to appoint a committed and enthusiastic Exam Invigilator to support during the exam season at Acle Academy, part of the Wensum family of schools. We welcome applications from individuals with or without prior invigilating experience.

As part of The Wensum Trust, we believe that our shared duty is to help every child to develop into high achieving, confident, healthy, caring and resilient members of their family and community. We want our schools to be healthy environments where both children and staff can develop and where strong, positive relationships are key. Our school, therefore, practices a [relational approach](#) with children, our families and our communities. We are particularly interested in working with people who share [Our Qualities](#); who will work effectively and flexibly as part of a team.

Acle Academy is a thriving secondary school for 11-16 year old located in the heart of the Broadland area only 12 miles from the centre of Norwich. We strive to create well-rounded, responsible individuals who seize opportunities, discover their passions and love to learn throughout life. Acle Academy has a strong academic reputation and was graded **Ofsted 'Good'** in 2022.

This is a great opportunity for someone who is interested in supporting students through their exams and is looking for flexible hours on a casual basis. Are you passionate about education and safeguarding children? Are you reliable with a solid understanding of the importance of confidentiality? Are you able to work flexible hours throughout exam seasons?

Being a part of The Wensum Trust's family of schools offers employees unique experiences to work alongside our strategic partners and to collaborate with a wider network of staff. We believe in investing in employees as individuals, by providing training opportunities that help to develop both existing and new skill sets, to encourage career progression at all levels.

We care about bringing together the most able people, to help us achieve our vision of providing a rounded education for children, quality support for their families and opportunities to enrich our communities.

For further information on this vacancy and our school, please contact Ruth Sutton on [info@acle.norfolk.sch.uk](mailto:info@acle.norfolk.sch.uk)

**Closing Date: Ongoing | Interview Date: TBC**

We are committed to supporting equal opportunities and diversity in our interactions with job applicants, employees, children, families and communities. We are fully committed to creating a safe and supportive work environment based on mutual trust and respect. Our top priority is the protection and safeguarding of children and we expect our staff and volunteers to share this commitment. All staff appointments are subject to an enhanced DBS check and safer recruitment practices in line with Keeping Children Safe in Education (2025).

We are part of...

**WENSUM TRUST** 

FOR CHILDREN, FAMILIES AND COMMUNITIES