



## Post Title: Cover Supervisor

**Salary:** Scale E Point 7-11 £15,940-£16,990  
**Hours:** 26 hours per week (8:30-3.30 over 4 days, with 0.5 hour lunch break)  
**Weeks:** 39 (term time + 1 week)  
**Contract:** Fixed Term  
**Required for:** January 2026

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The Wensum Trust is seeking to appoint a committed and enthusiastic colleague to join our cover department at Acle Academy.

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 olds located in the heart of the Broadland area only 12 miles from the centre of Norwich and was **graded Ofsted Good in February 2022**. 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 record and a reputation for providing high quality pastoral care.

We are looking for an enthusiastic person who is able to supervise classes of students when teaching staff are on short-term absences. Work for the lessons will be set by teachers. An induction programme will prepare you for the role and on-going training will be provided. We welcome applicants who can bring a real enthusiasm to the school and who will continue to raise the already high standards of educational achievement.

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: 9:00am on 15<sup>th</sup> December 2025**

**Interview Date: 17<sup>th</sup> December 2025**

We reserve the right to close this vacancy early if we receive sufficient applications for the role. Therefore, if you are interested, please submit your application as early as possible.

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...

