



Pilton Bluecoat Church of England Academy

Advert

Cover Supervisor

Cover Supervisor Advert



Role Overview

Job Title: Cover Supervisor

Start Date: 1st September 2026

Salary: £13.90 per hour | (Grade D)

Hours Per Week: 28.5 (5 hours 30 minutes each day Monday to Friday from 08:35am– 3:20pm with an additional hour for a weekly staff meeting)

Working Weeks: 39 Weeks

Status: Permanent

Closing Date: 12 Noon on Sunday 21st June 2026

Interview Date: Thursday 25th June 2026

Pilton Bluecoat Academy is seeking to appoint a motivated and enthusiastic Cover Supervisor to join our dedicated and supportive team. This is an exciting opportunity for someone who is passionate about supporting children and helping to create a positive and engaging learning environment across the school.

The successful candidate will work closely with class teachers to support children in their learning and encourage them to remain engaged and motivated in the classroom. The role will also involve providing classroom cover during teacher absences and PPA sessions, ensuring lessons continue to run smoothly and children remain focused on their learning.

We are looking for an exceptional individual who is flexible, reliable and confident working with individuals, small groups and whole classes. You will have the ability to prepare and deliver learning activities effectively, build positive relationships with children and contribute positively to the wider school community.

In-service training and ongoing support will be provided where appropriate, making this an excellent opportunity for someone looking to gain further experience within education or develop a career in schools.

Why Join Us?

We offer a welcoming environment where teamwork and professional development are highly valued. In-service training is provided where appropriate. Additional benefits include:

- Pension: Membership of a generous pension scheme (LGPS)
- Health & Wellbeing: Access to Medigold Occupational Health who provide our employees with a range of free health and wellbeing benefits including access to Thrive; a mental wellbeing app and free seasonal flu vaccinations.
- Work-Life Balance: Wellbeing and Long Service days
- Schemes: Cycle to work scheme

For more information and to view the full details of this role, you can access the advert via our website at www.teamacademytrust.com/vacancies

We actively welcome visits to our schools. Should you have any further questions or wish to arrange a visit, please contact Mat Harts Head of School via office@piltonbluecoat.devon.sch.uk

How to Apply

If you would like to contribute to a Trust committed to providing outstanding learning experiences for all pupils, please apply via mynewterm. To submit your application, you will be required to register as a candidate and complete the full application form on their platform, as we are strictly unable to accept CVs.

As this post is advertised on multiple platforms, we reserve the right to interview upon receipt of suitable applications; candidates are therefore encouraged to apply at their earliest opportunity.

TEAM Multi-Academy Trust is committed to safeguarding and promoting the welfare of children and expects all its staff and volunteers to share this commitment. An Enhanced DBS check will be undertaken and references taken up before interview. All shortlisted candidates are subject to a pre-employment online search prior to interview.

Cover Supervisor Person Specification



In your supporting statement and application form, please demonstrate how you meet the essential criteria for the role. All other criteria are considered desirable.

Attribute	Essential	Desirable
Management of people	N/A	
Experience	<ul style="list-style-type: none"> • Proven experience of working with children of relevant age in a learning environment. • Experience of working with national programmes and strategies, e.g. national literacy and numeracy strategies. • Knowledge and compliance with policies and procedures relevant to child protection and health and safety. 	
Practical Skills	<ul style="list-style-type: none"> • Ability to relate well to children and adults 	
Communication	<ul style="list-style-type: none"> • Ability to fulfil all spoken aspects of the role with confidence and fluency in English • Communicates well with pupils, including those that may have special needs, to promote learning, including assessing the impact of the communication on recipients and adjusting approach as necessary. 	
Personal Qualities	<ul style="list-style-type: none"> • Able to work effectively as a team • Ability to work constructively as part of a team, to understand classroom roles and responsibilities and own position within these 	
Technology / IT Skills	<ul style="list-style-type: none"> • Supporting the use of IT in learning activities and developing pupil's competence • Effective use of ICT and other specialist equipment and resources 	
Education and Training	<ul style="list-style-type: none"> • Numeracy/literacy skills (at least equivalent to Level 2 of the National Qualifications Framework) • Requirement to participate in training/development as/when identified by line manager as essential for performance of the post • NVQ 3 for Teaching Assistants or equivalent qualifications or experience • Training in the relevant strategies e.g. literacy and/or in particular curriculum or learning areas e.g. bi-lingual, sign language, dyslexia, ICT, maths, English, CACHE 	

Cover Supervisor Job Description



Job Purpose

- To provide classroom cover during teacher PPA sessions and other times when the teacher is unavailable including the first day of absence.
- To complement the work of the teacher and to work collaboratively with colleagues as part of a professional team.
- To set appropriate small step targets in consultation with the teacher and pupil.
- To monitor and assess pupils against personal targets and record and report on pupils achievements.
- To support all pupils in their learning and development treating them with respect and consideration.
- To consistently promote positive values, attitudes and behaviour.
- To have high expectations of all pupils' achievement and a commitment to raising educational standards.
- To encourage the social and emotional development of pupils.
- To encourage pupils to participate in all aspects of school life.
- To help pupils to become more independent.
- To promote the inclusion and acceptance of all pupils.
- Attend planning & preparation meetings as required (these may take place out of school hours).

Responsible to:

The Classroom Teacher and SENCO (day-to-day activities)

To the Head of school (overall pattern of work)

Cover Supervisor Job Description



Planning & Expectations

Working within school policies and procedures to:

- Promote equality of opportunity for all pupils
- Effectively plan and prepare learning sessions for individuals.
- Select and prepare teaching resources that meet the diversity of pupils' needs and interests.
- Provide constructive feedback to the pupil and teacher.

Monitoring & Assessment

- Support teachers in evaluating pupils' progress through a range of assessment activities when appropriate and taking this information into account when planning future lessons
- Monitor pupils' responses to learning tasks, participation and progress, providing constructive feedback to pupils, supporting them as they learn, and modifying teaching strategies accordingly.
- Provide constructive feedback to the teacher.

Teaching and Learning Activities

- Use clearly structured teaching and learning activities that interest and motivate pupils and advance their learning
- Communicate effectively and sensitively with pupils to support their learning
- Promote and support the inclusion of all pupils in the learning activities in which they are involved
- Use behaviour management strategies in line with the school's policy and procedures which contribute to a purposeful learning environment
- Recognise and respond effectively to equal opportunities issues as they arise, including challenging stereotyped views and by challenging bullying and harassment, following relevant policies and procedures.
- Organise and manage safely the learning activities, the teaching space and resources for which they have responsibility.

Cover Supervisor Job Description



Professional Values & Practice

- Have high expectations of all pupils and promote and reinforce pupils self esteem
- Respect pupils' social, cultural, linguistic, religious and ethnic backgrounds
- Be committed to raising the educational achievement of pupils
- Build and maintain successful relationships with pupils, treating them consistently, with respect and consideration and to be concerned for their development as learners
- Demonstrate and promote the same positive values, attitudes and behaviour that are expected from pupils
- Work collaboratively with colleagues to meet the needs of all pupils
- Carry out all aspects of the role effectively and to seek help and advice when necessary
- Liaise sensitively and effectively with parents and carers if necessary
- Continually seek to improve own practice, including through observation, examination and discussion with colleagues and to seek advice or guidance as necessary
- Adhere closely to the school's policies on child protection and safeguarding

General

- Maintain a safe environment for pupils, staff and visitors to the school
- Meet with parents alongside the class teacher if necessary.
- Supervise pupils off site on school trips and other external visits.
- Provide welfare support for pupils



Part of TEAM Multi-Academy Trust



Pilton Bluecoat Academy Contact Information :



01271 345952



www.piltonbluecoat.devon.sch.uk



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