



# Cover Supervisor

## Starting September 2026

**34.17 hours per week**

**Working Pattern: 8:15am – 3:30pm, M-F**

**Term-time plus: 38.4 weeks of the year**

**Starting salary ELM6 £30,647 - £32,867 FTE**

**Actual Salary – £24,640 - £26,425 per annum**

We are looking to appoint an enthusiastic, efficient, and organised **Cover Supervisor** to join our growing school. The successful candidate will be responsible for supervising classes in the absence of teaching staff, supporting students' learning, maintaining a positive learning environment, and contributing to the wider school community. This is an exciting opportunity for a proactive professional to make a measurable impact on students' engagement and the school's smooth daily operations.

A key aspect of this role will be **building constructive relationships with students, staff, and external organisations that support our school community**, including local charities, independent schools, businesses, and further and higher education establishments.

### **Duties will include:**

- Supervise classes in the absence of the regular teacher, ensuring students remain engaged, focused, and safe.
- Follow lesson plans and deliver learning activities as directed, adapting where necessary to meet student needs.
- Support classroom management, promoting positive behaviour and a respectful learning environment.
- Build and maintain strong relationships with students, staff, and other community partners.
- Assist in the coordination of school events and support wider community engagement initiatives.
- Monitor and report on student progress and behaviour to teaching staff and school leadership.
- Contribute to school communications and help support fundraising or partnership activities where appropriate.

### **Successful candidates will:**

- be flexible and well-organised
- be calm, confident, resilient and diplomatic
- be patient, flexible, creative and able to relate well to young people to support their learning.
- share a commitment to the happiness well-being, self-esteem and progress of all students.
- possess a sound educational background and strong IT and organisation skills.

### **In return we offer:**

- A supportive and values-led community where every staff member is integral to our collective success
- A vibrant and collaborative team
- A school where wellbeing is a core component of our everyday practice
- Excellent professional development opportunities
- Local Government Pension Scheme, including generous employer contributions.
- Free on-site parking
- Discounts at retailers, a cycle to work scheme and a free flu vaccination

**Closing date:** Monday 16<sup>th</sup> March 2026 at midday

**Interviews:** w/c Monday 16<sup>th</sup> March 2026

**Applications will be considered as they are received. We reserve the right to make an appointment prior to the closing date.**

