

## All Saints Academy Dunstable Exam Invigilator Vacancy (Casual)



We are looking for enthusiastic, punctual and reliable colleagues to join our existing team of Exam Invigilators.

As an Invigilator you will supervise students taking examinations according to regulations determined by the Academy and Examination Boards.

Duties of an Invigilator include setting up, overseeing and finishing exams, ensuring exam regulations are followed and if necessary reporting any irregularities i.e. communication between students.

This is a casual role and would ideally suit applicants who live locally and are able to work flexible daytime hours. Previous experience is not essential as full training will be given. The main examination periods are December/March/May and June but there may be occasions when invigilators are required outside this periods for internal exams.

### **Salary**

£12.65 per hour (plus accrued holiday pay).

### **How to apply**

Please see our website [www.allsaintsacademydunstable.org/vacancies](http://www.allsaintsacademydunstable.org/vacancies) or visit [mynewterm](http://mynewterm) for additional details on this vacancy and how to apply. CVs will not be accepted. Alternatively email [hr@asadunstable.org](mailto:hr@asadunstable.org) for further information.

All Saints Academy is committed to safeguarding and promoting the welfare of children and expects all trustees, staff and volunteers to share this commitment. All successful candidates will be subject to an Enhanced Criminal Record Disclosure from the Disclosure and Barring Service along with other relevant employment checks, including right to work in UK, online search, overseas criminal backgrounds checks (where applicable) and all other pre-employment checks, as outlined in Keeping Children Safe in Education (September 2025). It is an offence to apply for certain roles within schools if you are barred from engaging in regulated activity relevant to children. This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020. Please click on link for further information [Guidance on the Rehabilitation of Offenders Act 1974 and the Exceptions Order 1975 - GOV.UK](https://www.gov.uk/guidance/guidance-on-the-rehabilitation-of-offenders-act-1974-and-the-exceptions-order-1975)

All employees and volunteers will be required to undertake safeguarding training on induction which will be regularly updated in line with statutory guidance.