



THE STONEHENGE SCHOOL



COVER SUPERVISOR Application pack

The Stonehenge School
Holders Road
Amesbury
Salisbury
Wiltshire
SP4 7PW
t: 01980 623407

e: office@stonehenge.wilts.sch.uk
w: www.stonehenge.wilts.sch.uk

WELCOME FROM THE HEADTEACHER

At the Stonehenge School we believe that there is no limit to any student's potential. We aspire to develop a positive learning community in which effort, participation and achievement are valued.

Striving for excellence, we aim to create an outstanding school where students are happy, healthy and given opportunities to exceed their expectations. Enriched by history and culture, Stonehenge is a school for the future.

The school is increasingly popular and to cater for a rapidly expanding roll we have had a state-of-the-art extension providing 23 additional classrooms, and a brand new performing arts block to replace our older, original accommodation. We are now in a position where the facilities are some of the best in Wiltshire and ensure that we are able to provide the very best education for the pupils that we serve.

Applications for entry into Year 7 have been over-subscribed in each of the last three years, and we are ever closer to reaching our full capacity of 1120 pupils.

The school community is important to us, meaning that we have strong relationships with our students, and a collegiate supportive atmosphere within staff.



PERSONALISED PROVISION

Our pedagogical approach is centered around the 'Cornerstones' of our teaching and learning approach, with assessment built around a 'milestone' structure. All of which is based around research-driven approaches that ensure effective progress whilst also maintaining sustainable workloads for staff.

Striving for excellence, exceeding expectation.

At Key Stage 3, key skills and knowledge are assessed using our 'I can' system, allowing teachers and students to keep track of their learning and progress. Students are given the flexibility and ownership to design their own option choices towards the end of Year 8, meaning that students study the curriculum that they choose, whatever their ability, allowing them to fully realise their future aspirations. At Key Stage 4 students are offered the full Ebacc, and the importance of taking a humanities and a language is discussed with parents as part of the options process. A variety of vocational courses are also offered to allow for development towards particular careers, or the pursuit of individual interests.

PREPARING FOR THE FUTURE

Qualifications are highly important, and our examination results reflect our commitment to this. However school is also about preparing students for their future career and roles in the larger community. Students are offered many opportunities to develop team working and leadership skills. The prefect team in Year 11 is led by the Head Boy, Head Girl and their deputies. Students can initiate projects and share decision making through an active School council and the House system.

Careers guidance is provided throughout all years. A large number of students enjoy taking part in activities throughout the school year, including drama productions and musical concerts. We have excellent sporting facilities on site and at Amesbury Sports Centre, as well as exclusive use of the 22 acre playing field on Holders Lane. We run many sports teams and offer a number of extra-curricular sporting clubs, including rugby, netball, hockey, football and cricket. Trips and visits are run regularly; Year 9 can visit Pencelli Activity Centre in Wales and older students may take part in the annual ski trip to Europe. There are regular Geography field trips and the Languages department arrange annual visits to France or Germany, as well as an extensive and growing list of residential trips across the curriculum.

The latest Ofsted inspection took place in September 2022 and concluded that... "The Stonehenge School continues to be a good school" and that "pupils like coming to school". They explored the "clear vision (that we have) for the school's next steps" and the "broad curriculum that (is) in place for every pupil".

A recent evaluation by the Local Authority reported that 'there is a positive and respectful school culture where the staff know and care for the students' and the 'leaders have a clear consistent vision which is realised through strong, shared and owned values and practice', and praised the emphasis that we place on developing our staff.

I look forward to welcoming applications from you,

Carole Dean

Cover Supervisor

Required as soon as possible

32.50 hours per week/39 working weeks per year (this includes TD Days)

Permanent Contract

Monday – Friday 8.15m – 3.15pm

Wiltshire Council pay grade F Point 9 – 11, (£12.02- £12.70 per hour)

actual FTE salary £17,523 – 18,507 per annum

We are looking for a motivated and enthusiastic Cover Supervisor to join our dedicated team. You will be working to support young people and to cover for absent colleagues, and ensuring that they carry out the work tasks set by the teacher with designated responsibility.

The role will include being a Tutor for which training will be provided. You should be a good classroom practitioner with a genuine enthusiasm for teaching and learning. You should be able to work with pupils covering the full range of age and abilities at our school.

The position would be a beneficial experience for anyone who was considering following a teaching career. We have an incredibly strong record of ‘growing our own’ teaching staff, from roles with extensive support given in terms of professional and career development, in a collegiate and supportive environment. A comprehensive training programme will be provided to support and develop the successful candidate.

There are a variety of hours/working patterns available up to a maximum of 35 per week. Applications from part time candidates are welcomed as job shares will be considered.

Further details can be found on our website via the following link - <https://www.stonehenge.wilts.sch.uk/vacancies/>

Application form and further details are available from the school website.

You should provide detail outlining your skills applicable to the role and reasons for applying. This should be returned to Mrs D Harker, The Headteacher’s PA, The Stonehenge School, Holders Road, Amesbury, Wiltshire, SP4 7PW by the closing date.

Closing date: Friday 10th November 2023

Interview date: Week beginning 20th November 2023, or sooner based on timing of application

Job Description

The Stonehenge School is a Wiltshire Council mixed comprehensive school for students aged 11-16

Salary range: Wiltshire Council pay grade F Point 9 – 11, (£12.02- £12.70 per hour)
actual FTE salary £17,523 – 18,507 per annum

Responsible to: Assistant Headteacher in charge of cover arrangements.

Main job purpose: To supervise the learning of whole classes during the short term absence of the class teacher as they undertake work set by the teacher; to invigilate tests and examinations and to accompany staff and pupils on educational visits

Main Duties	
1.	Supervise the work of whole classes set by their class/subject teacher, in accordance with school policy
2.	Manage the behaviour of pupils to ensure a constructive learning environment
3.	Answer pupil queries about process and procedures relating to the lesson
4.	Deal with any immediate problems or emergencies according to the school's policies and procedures
5.	Collect completed work at the end of the lesson and return it to the appropriate teacher.
6.	Report back as appropriate using the school's agreed referral procedures on the behaviour of pupils during the class, and any issues arising
7.	Support other activities relating to the supervision of pupils, e.g. general supervision during school breaks, attendance on school trips

Other Duties:

The list of duties as above is not exhaustive. The post holder may be required to perform duties other than those given in this job description. The particular duties and responsibilities attached to the post may vary from time to time without changing the general character of the duties or level of responsibility entailed. Such variations are a common occurrence and would not in themselves justify the re-evaluation of the post. In cases, however, where a permanent and substantial change in the duties and responsibilities of the post occur, consistent with a higher level of responsibility, then the post would be eligible for re-evaluation.

This school is committed to safeguarding and protecting the welfare of children and young people and expects all staff and volunteers to share this commitment. All posts are subject to an enhanced DBS check

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> ▪ GCSE English and Maths (or equivalent) at grade C or above 	<ul style="list-style-type: none"> ▪ 5 GCSE (or equivalent) including English & Maths ▪ Further Education qualifications ▪ Degree level or equivalent qualifications
Experience	<ul style="list-style-type: none"> • Ability to manage own workload, prioritise tasks and deal with a wide range of demands from different groups of people ▪ Experience of promoting positive character development and aspirations. 	<ul style="list-style-type: none"> ▪ Experience of working in a School environment ▪ Experience of working with young people and families and other external agencies ▪ Experience of managing and engaging groups of young people to learn
Knowledge	<ul style="list-style-type: none"> ▪ Thorough ICT competence and capability ▪ Knowledge of behavior management strategies 	<ul style="list-style-type: none"> ▪ Knowledge regarding safeguarding procedures
Skills	<ul style="list-style-type: none"> • Creative ability and initiative to problem solve when dealing with day to day behaviour/welfare issues ▪ Good communication & negotiation skills ▪ Ability to remain calm under pressure and influence behaviour of students positively. ▪ Have a non-judgemental disposition. 	<ul style="list-style-type: none"> ▪ Good level of IT literacy using a variety of applications in an educational environment ▪ The ability to resolve conflict and deal sensitively with difficult situations.
Personal/ professional qualities	<ul style="list-style-type: none"> ▪ Commitment to students and their progress ▪ Personal organisation, presentation and punctuality ▪ Consistent, firm, fair discipline ▪ Good relationships with students and colleagues ▪ Energy and enthusiasm ▪ Willingness to learn and ask for support 	<ul style="list-style-type: none"> ▪ A healthy sense of perspective ▪ A sense of humour ▪ Wider interests and enthusiasms ▪ Commitment to the extra-curricular life of the school

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Striving for excellence, exceeding expectation.