



Durrington High School are seeking to appoint a

# Learning Supervisor

(teaching cover)



dmat.education

Aspiration Excellence Transformation



# Welcome to Durrington High School

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The main responsibility in this role is to cover lessons for absent teachers and house tutors. We are keen to recruit someone who genuinely likes young people, is eager to develop and wants to be part of a great team who are committed to making a difference.

- You could be interested in training to teach, in which case this is a fantastic opportunity for you.
- You could be a qualified teacher, who is looking for a change of role and/or less responsibility.
- Maybe you are already working with groups of young people and are looking for a fresh challenge.

Each day you will work as part of a highly committed and positive team to support our students across a range of subjects.

Durrington High School is part of Durrington Multi Academy Trust (DMAT) and is a large and oversubscribed school with 1620 students on roll in years 7 to 11. We genuinely believe in recruiting, retaining and developing the best possible staff to ensure all students achieve beyond their best. Durrington High School has a sustained track record of improvement for many years and we always

want to continue getting better. Being a national research school and having our own South Downs Teacher Training means we offer unparalleled professional development opportunities for all our staff. We have many examples of colleagues who started in a similar role at the school and have been supported to progress into pastoral roles, training to teach and stepping up to leadership within our school.

If you feel that you can bring something special to our school and Trust, we want to hear from you now!



**Chris Woodcock**  
Co-Headteacher



**Shaun Allison**  
Co-Headteacher

# The Role

## Learning Supervisor (teaching cover) required from 3rd June 2024

There has never been a more exciting time to join our Trust and be part of the Durrington High School team. Please find attached the details and application form for the position of Cover Supervisor and thank you for your interest in wishing to join our vibrant and successful community. You will be excellent at building relationships and supporting our students to succeed. This will often include helping them overcome barriers to their learning.

We have a superb record of sustained improvement, reflected in our recent results. Oversubscribed and popular in the town, it is our vision and ethos that all students receive the best possible education and opportunities. We believe staff are our greatest asset and as a staff team, we are whole-heartedly committed to student progress and well-being; we 'go beyond our best'.

### What can Durrington Multi Academy Trust offer you?

- Opportunities to develop in role and promotion for staff with the zest and desire to progress in their career. This is a role that could eventually lead to teaching and you would be well placed to apply to train to be a teacher with us, through our outstanding SCITT.
- The opportunity to work with amazing young people and colleagues who are passionate about what they do.
- A happy school; relationships are very strong between staff and students.
- Health, well-being and work-life balance are extremely important to us. All staff are part of a health insurance scheme, have access to a range of support from external agencies and a free flu vaccination. We are always reviewing and seeking to provide additional benefits for staff.
- A fabulous modern and light working environment on a spacious site with on-site parking and rail and bus links close by.

### Job Description

#### *Safeguarding Responsibilities*

- Demonstrate a commitment to keeping all children and young people safe
- Report any safeguarding concerns in the workplace to the appropriate person
- Maintain an awareness of Trust and school policies in relation to safeguarding

#### *Main duties*

- To cover lessons for absent class teachers and house tutors;
- To effectively communicate the work set by the class teacher to the students ensuring an excellent learning environment;
- To implement and uphold school rules and ethos; being an excellent role model for students;
- To play an active part in school life; working with students in a range of settings;
- To work with curriculum and administrative areas to provide administrative support when not required in the classroom.

#### *Main responsibilities*

- Ensure an excellent learning environment, supervising students so that they are able to progress and that their work is completed to the appropriate standard.
- Communicate clearly what students are expected to learn throughout the lesson.
- Oversee the collection of work and equipment at the end of the lesson and ensure the teaching area is left in good order.

- Return work etc to the class teacher and inform them of the point reached by the students.
- Report any problems, difficulties, successes etc to the class teacher via the cover lesson worksheet and follow up if appropriate with sanctions/communication home.
- Be a company tutor or cover tutor groups.
- Carry out exam invigilation when required, maintaining the rules set out by external examination boards and in- house regulators.
- Accompany staff on school educational visits and work under the direction of the trip organiser
- Carry out administrative/departmental/school work as requested by line manager.

## Candidate specification

Attributes	Essential	Desirable	How identified
<b>Physical and sensory</b>	Ability to work under pressure, be flexible in your approach and manage your time efficiently and effectively Demonstrate robustness and resilience		Evidence will be taken from your application, interview and references
<b>Qualifications</b>	GCSEs in English and mathematics (grade C or 5 and above)	A-Levels	Evidence will be taken from your application, interview and references
<b>Experience</b>	Successful experience of working with people.	Experience of working within a school	Evidence will be taken from your application and interview
<b>Training</b>	Willing to be responsible for your own professional development		Evidence will be taken from your application, interview and references
<b>Skills and qualities</b>	Proven willingness and capacity for hard work. Able to develop effective relationships with young people and stakeholders. Be extremely accurate, with attention to detail. Be able to maintain a calm and measured manner at all times and act with tact, diplomacy and sensitivity. Highly- motivated, flexible, clear-thinking and principled. Committed to equality of opportunity. Demonstrate high level of written and verbal communication. Be able to create an excellent learning environment.		Interview Tasks References

## Package

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- Accountable to:** Assistant Headteacher
- Salary Grade:** DMAT Grade 5 scale point 8; actual salary £1,796.40 per month gross  
The annual salary £21,556.73 for this term time only role is paid in equal monthly instalments throughout the whole year.
- Hours:** 37 hours per week; 8:30am - 4:30pm Monday to Thursday; 8:30am - 4:00pm Friday; term time only (38 weeks plus INSET days and major school events. i.e. Open Evening and Sports Day)

## Safeguarding

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Durrington High School is committed to safeguarding and promoting the welfare of all children and young people. We support all staff and volunteers through regular training and expect everyone working at the school to be proactive and adhere to our Safeguarding and Child Protection Policy at all times.

In addition to the statutory pre-employment checks, this appointment will be subject to an enhanced DBS check and a safeguarding background check and interview.

Durrington Multi Academy Trust is an equal opportunity employer and we welcome the unique contributions that everyone can bring to Durrington Multi Academy Trust in terms of education, opinions, culture, ethnicity, race, sex, gender identity and expressions, nation of origin, age, languages spoken, colour, religion, disability, sexual orientation and beliefs.

## How to Apply

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Applicants are required to complete the application form and include a supporting statement explaining how they meet the essential criteria in Candidate specification. Please download the google application form and submit by email to Aggie Gemel at [agemel@durring.com](mailto:agemel@durring.com).

**Closing date for applications is 9am on Wednesday 17April 2024.**

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task needing to be undertaken may not be identified. The postholder will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified within this job description.

This job description may be amended at any time following discussion with the Headteacher(s), and will be reviewed annually.