



Casual Cover Supervisor



“Providing great schools at the heart of the local community”



Dear Applicant,

Thank you for showing an interest in Endeavour Learning Trust.

If you feel you share our values, have the vision and drive for excellence and want to be part of a dedicated team, committed to ensuring that students fulfil their potential, then we would like to hear from you.

Endeavour Learning Trust is an expanding Trust in the North West, currently spanning South Ribble, West Lancashire and North Sefton. Our Trust is a mix of good schools and schools which have been in challenging circumstances. Where there has been work to be done, the impact has been rapid and significant. We are keen to welcome other schools into our Trust and we have strengthened our central team to ensure we have the capacity to continue to support where we are needed most. Our Trust has been further strengthened by the addition of our primary schools and a school with a Sixth Form College, which enables us to embrace the all through nature of education.

Our Values:

- Truly Collaborative
 - We are a proud family of schools bonded by our Trust vision, priorities and values. We work as one team in school, across our Trust and with our wider partners for the benefit of everyone in our Trust, our families and the communities we serve
- People Centred
 - We foster authentic, positive relationships which are based on the foundations of respect, listening, kindness, support and constructive challenge. We are approachable, open and honest
- Inclusive
 - Equity of opportunity is central to our practice, and we will invest time, training and resources so that everyone is included and has the best chance to be their very best
- Unique
 - We are firmly committed to recognising, celebrating and investing in the individuality of all our children and young people, each staff member across the Trust and the distinct ethos and identity of each of our schools
- Aspirational
 - We believe in the promise of each individual across the Trust and will ensure we inspire, support and challenge in proportionate measure, so that we all thrive and are able to achieve our own individual best potential

Our family ethos is tangible; we work as a team; we want the best for everyone. But we are also staunch in our commitment to doing this in a way which protects the wellbeing of our staff and our students; our commitment to reducing workload is non-negotiable. We seek to thrive; individually, together, in our classrooms, staffrooms, schools and across the Trust.

Yours faithfully,

Mr D Clayton
Chief Executive Officer

Advert – Casual Cover Supervisor (with QTS)

Endeavour Learning Trust are looking to appoint experienced Cover Supervisors to deliver lessons and provide effective classroom supervision in the event of absent teachers and generally support the smooth operation of the academy staff at other times.

Post Title:	Casual Cover Supervisor (with QTS)
Rate of Pay:	£21.08 per hour (inclusive of holiday pay contribution)
Hours of Work:	Casual Hours
Base:	We require cover supervisors for the following schools: <ul style="list-style-type: none">• Wellfield Academy, Leyland PR25 2TP• Ormskirk School, Ormskirk L39 2AT• Burscough Priory Academy, Trevor Road, Burscough L40 7RZ• Tarleton Academy, Tarleton PR4 6AQ• Churchtown Primary School, Southport, PR9 7NN Please include your preferred school at the top of your application form before submitting

This would be a great opportunity for a graduate teacher. Excellent instruction skills and the ability to communicate clearly and effectively with young people to explain ideas and support their learning is essential.

Casual positions – As and when required on a daily or weekly basis to support the school to provide general supervision to students.

To apply for this vacancy please complete a support staff application form and return to vacancies@endeavourlearning.org

If you require any further information about this role please contact our Recruitment Manager, Mollie at m.fairhurst@endeavourlearning.org or on 01772 817904

Candidates should ensure that they and their referees are easily contactable, with the correct phone number and email address and able to reply promptly if references are requested.

Endeavour Learning Trust reserves the right to close the recruitment process earlier than advertised should it received a high volume of applications for this vacancy. Therefore, it is advisable to apply as early as possible if you would like to be considered for this role.

Due to the high volume of applications received by Endeavour Learning Trust we are unable to provide individual feedback on applications.

This post is subject to an enhanced DBS check

Endeavour Learning Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment and individually take responsibility for doing so.

Job Description – Casual Cover Supervisor (with QTS)

JOB DESCRIPTION	
JOB TITLE:	Cover Supervisor (with QTS) – Casual Basis
GRADE:	£21.08 per hour (exclusive of holiday pay)
LOCATION:	Endeavour Learning Trust Schools
RESPONSIBLE TO:	Headteacher/Head of School/Assistant Headteacher
Endeavour Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.	
JOB PURPOSE	
To supervise students in the absence of a teacher to enable them to continue their learning by carrying out a pre-prepared exercise under supervision.	
MAIN ACTIVITIES	
Administrative/Teacher/Student Support <ul style="list-style-type: none">• To supervise work that has been set in accordance with the school policy• To manage the behaviour of students whilst they are undertaking the work to ensure a constructive environment in accordance with the school's Behaviour Policy.• To respond to any questions from students about process and procedures• To deal with any immediate problems or emergencies according to the school's policies and procedures• To collect any completed work after the lesson and returning it to the appropriate teacher• To report back as appropriate using the school's agreed referral procedures on the progress of students during the class and any issues arising.• To access the school's Management Information System in accordance with the school's Behaviour Policy, including the input of data relating to behaviour of students• To undertake registration of classes at the beginning of every session.• To take account of information provided of individual needs and reasonable adjustments for students (eg. SEND/vulnerable within lesson)	
Other Duties <ul style="list-style-type: none">• To work within school policies and procedures.• To contribute to the provision of an effective environment for learning.• To support the promotion of positive relationships.• To attend skill training and participate in personal/performance development as required.• To take care for their own and other people's health and safety.• To be aware of the confidential nature of issues.	
Note: In addition other duties at no higher level of responsibility may be interchanged with/added to this list as required.	
Agreed by: Headteacher	

