



“The endless support I received from the teachers at Stonehenge has really inspired me. I am now training to become a teacher, to change lives in the way they □changed mine.

Former student, Kristie Newham

# THE STONEHENGE SCHOOL

COVER SUPERVISOR

Application pack

[CLICK HERE FOR WEBSITE](#)

The Stonehenge School  
Holders Road  
Amesbury  
Salisbury  
Wiltshire  
SP4 7PW  
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## 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 growing roll we have recently moved into our £6.5 million new build, allowing our full number on roll to eventually grow to 1120 pupils. We have recently received confirmation that £6.5million in funding has been allocated for the second phase in our redevelopment, which will bring a new building to replace older facilities in the school, and improve our sporting facilities. Applications for entry into Year 7 have been over-subscribed in each of the last three years and we are expecting an even larger increase this year.

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

The Stonehenge school provides students with the opportunity to study a wide spread of subjects throughout Key Stage 3 and 4, providing full access to the National Curriculum with coverage of the full Ebacc at Key Stage 3, including 3 languages and a full range of arts subjects.

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*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.

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, and run many sports teams and offer a number of extra-curricular sporting clubs, including rugby, basketball, netball, hockey, football and cricket. Trips and visits are run regularly; Year 9 can visit Pencelli Activity Centre in Wales and current trips planned include food trips to Normandy, outdoor pursuits in the Alps, and Geography trips to Iceland. There are regular Geography field trips, annual whole school cultural capital trips and the Languages department arrange annual visits to France or Germany.

The latest Ofsted inspection took place in April 2017 and concluded that... "The Stonehenge School continues to be good" and that "pupils are great ambassadors for the school. They are smart, polite, respectful and a joy to talk to".

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.

We 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, (£11.02- £11.70 per hour) actual salary  
£16001 - £16980 (pay award pending)**

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. A comprehensive training programme will be provided to support and develop the successful candidate.

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

You will be line managed by the Assistant Head in charge of Years 7 & 8.

Closing date: Tuesday 1<sup>st</sup> November 2022.

Interview date: TBC

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.



## Cover Supervisor Job Description

**Reports to:** Assistant Headteacher  
**Salary:** Grade F, points 9 - 11  
**Contract type:** Permanent

### The Role:

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:

- Supervise the work of whole classes set by their class/subject teacher, in accordance with school policy
- Manage the behaviour of pupils to ensure a constructive learning environment
- Answer pupil queries about process and procedures relating to the lesson
- Deal with any immediate problems or emergencies according to the school's policies and procedures
- Collect completed work at the end of the lesson and return it to the appropriate teacher
- Communicate with teaching staff in order to monitor the progress of students and to update them on this
- Report back as appropriate using the school's agreed referral procedures on the behaviour of pupils during the class, and any issues arising
- Support other activities relating to the supervision of pupils, e.g. general supervision during school breaks, attendance on school trips
- Attend relevant meetings and training
- Keep the learning environment secure and endeavour to leave the classroom as found

### Supervision and Management

- The job holder has no regular supervisory responsibility for staff but assists in work familiarization of peers and new recruits

### Creativity and Innovation (i.e. Problem Solving)

- The job holder works within school procedures, policies and approved methods but sometimes has to interpret these to deal with a problem

### Key Contacts And Relationships

- The jobholder has extensive contact with pupils, which involves mentoring, motivating and imparting skills and knowledge. Information is exchanged with Teachers and other school staff, school management, parents/carers and at times representatives of other Agencies e.g. Health, Social Care.
- The jobholder is expected to follow school procedures to resolve routine problems encountered in the job but to seek assistance, or approval to their recommendations, for anything more unusual.

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## Cover Supervisor Person Specification

	Essential	Desirable
<b>Qualification/Knowledge</b>	5 A-C grade GCSEs or equivalent	Further or higher qualifications
<b>Experience</b>	Experience of working with cross- sections of people Experience of teaching classes Experience of working in a learning environment ICT literate	
<b>Personal Qualities</b>	A positive attitude towards supporting students Smart appearance Excellent interpersonal and communication skills Methodical and organised working methods Ability to work as part of a team A calm and professional approach to various tasks Ability to meet deadlines and prioritise workloads A positive attitude towards personal development The ability to work flexibly and respond to situations as appropriate	

**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 CRB check.**