

**LITTLE HEATH SCHOOL**  
Little Heath Road, Tilehurst  
Reading, Berkshire, RG31 5TY  
Headteacher: Mr D J Ramsden



**COVER SUPERVISOR**  
**FIXED TERM**  
Required asap

**Grade E/WBC Spinal Point 7, £20,092 pro-rata p.a. (approximately £13,746p.a.) 30 hours per week 8:30-3:30 Monday – Friday (term time only plus 1 Inset day claimed as additional hours)**

We are seeking to appoint an enthusiastic Cover Supervisor to supervise classes during the short-term absence of the class teacher and to be responsible for the behaviour and management of the students during the lesson. This will involve giving help and support to students by distributing and explaining to students the work set by absent teachers, collecting work and materials from students at the end of the lesson. When not in the classroom, administration work linked to school requirements will be part of your duties.

The person we are seeking will:

- demonstrate a real interest in working with young people;
- have an ability to apply a fair, firm and friendly approach;
- have a responsible outlook and flexible approach to work.

Little Heath School is a highly successful comprehensive school (1610 on roll, including 320 in the Sixth Form) situated in a pleasant semi-rural setting to the west of Reading, with good access to road and rail links. As a school, we pride ourselves on our Continuing Professional Development Programme, which supports teachers to continually improve their practice in innovative ways collaborating with other members of staff in order to develop their practice.

*Little Heath School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Little Heath School Governing Body is an equal opportunities employer. Appointments are subject to satisfactory pre-employment checks and the successful applicant will be required to apply for an enhanced disclosure from the Disclosure and Barring Service (DBS). Further information can be found at [www.homeoffice.gov.uk](http://www.homeoffice.gov.uk)*

**For an application form and information pack please email [recruitment@littleheath.org.uk](mailto:recruitment@littleheath.org.uk) . Unfortunately we cannot accept CV's. Please address supporting letter of application to the Headteacher.**

