



Altwood

Church of England School

Attendance Officer/Pupil Premium Officer

37 hours per week, term time only

Salary: Scale 5 point 12 -17 (actual salary £22,169 to £22,268)

November 2020 start

The governors of this successful 11-18 Comprehensive School (Converter Academy) seek to make the following appointment.

The successful candidate will already have experience working with children or young people and their families. Whilst working in a pressurised environment and meeting deadlines, their energy, enthusiasm and commitment to supporting our students will be evident.

Altwood Church of England School is a Good (Ofsted 2017) school. We take pride in our learning community where our Gospel values underpin our drive for continuing success.

We can offer you a comprehensive induction package and professional development to support your personal progress. At Altwood Church of England School you will have the opportunity to have an impact on whole school development and make a real difference to the lives of students.

The school is situated in an extremely pleasant location 40 minutes from central London by train and well served by local road, rail and other transport links. Subsidised accommodation on the school site is offered subject to availability.

Further information about this post can be found on the school's website www.altwoodschoo.co.uk . Prospective candidates are welcome to talk to Jenny Woodruff, PA to the Headteacher or email recruitment@altwoodschoo.co.uk about this post or to visit the school in advance.

Closing Date: Candidates are asked to make an application as soon as possible with a view to interviews being held in the near future.

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