



Saint George's
Church of England School

WORKING AT SAINT GEORGE'S C OF E SCHOOL

Join our Team



For Appointment of:
Cover Supervisor



Diocese of
Rochester



PROUD TO BE
Aletheia
Academies Trust



CEO's Welcome

Stephen Carey CEO

Thank you for your interest in the role at Saint George's C of E All Through School. I hope that the information within gives you an insight into our school, Aletheia Academies Trust and the unique opportunity this position offers.

Aletheia Academies Trust's vision is rooted in a determination to **improve the life chances of local children**. Aletheia has grown with devotion to a principle of geographical proximity; knowing, caring for, and understanding the areas we operate in are important to us. Since our inception, the Trust has adopted an operational model based upon the notion of a family of schools; understanding that like any family member, each school, and each community that it serves, is unique. Schools are encouraged to celebrate and explore this dimension. The role of the Trust is to act in a parental capacity; to ensure that each school is well-supported and individual strengths are shared to improve the outcomes of all; to provide wider experiences to Trust pupils beyond the capabilities of any individual school; to develop and share staff expertise; to provide expert leadership and governance.

Saint George's was one of the founding schools within Aletheia Academies Trust and continues to play a significant part in the development of the organisation. As the only current open provision with a secondary phase, the school has a pivotal role in the co-construction of an all-age learning journey for pupils. The school has excellent staff retention rates and is deservedly proud of the palpable sense of community that stakeholders and visitors encounter and regularly comment upon. The school provides an exemplary model of the highly ethical and inclusive Trust vision and values.

It is these values and principles that make me feel so proud and privileged to serve as the CEO of the Aletheia Academies Trust.

Our Executive Headteacher, Simon Murphy and I look forward to receiving your application.

Saint George's Church of England All Through School



We consider our school to be highly inclusive, welcoming students of all backgrounds and beliefs, unified by our commitment to their well-being and sense of achievement.

Saint George's has developed a reputation as a high achieving school providing excellent outcomes for all students academically and in terms of their personal growth. We have exceptionally high expectations of how our students behave, speak, and present themselves. This is underpinned by our Christian values, our worship and school ethos. Everyone who wishes to learn is welcome.

Our motto **'All Different, All Equal, All Flourishing'** emphasises our Christian belief that the God-given talents of all students should be encouraged and developed, recognising, and valuing their unique worth.

We have had a long-held belief in the potential of an all-through school to further enhance the educational provision on our site. We are delighted that this vision has now become a reality for Saint George's. A shared philosophy ensures that there is greater consistency around expectations, ethos and pedagogy which eliminates any unsettling transition between the primary and secondary phases. We facilitate teachers working together in the primary and secondary phases which raises aspirations still further and ensures that children are not able to fall through the gaps. Our primary pupils benefit from having specialist subject staff available and economies of scale allow greater spending on teaching and learning and the sharing of specialist and enhanced facilities for all pupils.

At Saint George's, we strive for all students to have learnt new skills, to have developed their talents and with this, a love of learning; making them confident, articulate, sensitive and caring citizens for the future.



"Visitors most often comment upon the profound sense of community within the school."



Diocese of
Rochester

SIAMS INSPECTION 2019



EXCELLENT

Ofsted
Good
Provider

School Structure



Executive Headteacher

S Murphy



Head of Secondary Phase

M Lillie

**Deputy Headteacher
Secondary Phase**

M Baker

**Deputy Headteacher
Primary Phase**

H Taylor



Assistant Headteacher

E Hartley

Assistant Headteacher

L Carey

Assistant Headteacher

S Lane



Job Description

Job Title	Cover Supervisor
Location	Gravesend, Kent
Duration	Permanent – 39 weeks per year
Work Hours	32.5 hours per week
Reporting to	Leadership Support Officer
Salary	Kent Range 6
Pension	Local Government Pension Scheme



About the Role

Purpose: To supervise whole classes undertaking pre-prepared activities provided during the short-term absence of a classroom teacher. The primary focus is to facilitate learning of KS3 and KS4 students and to keep them on task.

Key Duties & Responsibilities

- Supervise pre-prepared activities and self-directed learning in the short-term planned / unplanned absence of teachers to provide continuity of learning for pupils.
- Facilitate and encourage good learning in the classroom to ensure all students can reach their potential.
- To manage student behaviour in line with school policy to ensure there is a good climate for learning whilst students complete their work.
- To support individual or groups of students who may need further intervention to complete tasks set.
- Collect any completed work after the lesson and return it to the appropriate teacher.
- Report back as appropriate using agreed referral procedures on the behaviour of pupils during the class, and any issues arising.

Individuals in this role may also undertake some or all of the following:

- Undertake other non-teaching duties as required, to include the provision of administrative support.
- Undertake exam invigilation.

Person Specification



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Qualifications and Experience

- 🛡️ GCSE or equivalent, including at least Grade C in English & Maths
- 🛡️ Experience working directly with pupils and parents
- 🛡️ Experience working collaboratively with colleagues

X

X

X

Skills and Knowledge

- 🛡️ Strong interpersonal communicators
- 🛡️ Professional attitude to colleagues, students, parents & the working environment
- 🛡️ Flexible and willing to help others
- 🛡️ Able to work without close supervision and enjoy working on own initiative
- 🛡️ Able to work effectively with colleagues
- 🛡️ Good listening skills
- 🛡️ Knowledge of outside agencies
- 🛡️ Skills to successfully support change

X

X

X

X

X

X

X

X

Personal Qualities

- 🛡️ Work as part of a team, sharing working knowledge and skills.
- 🛡️ Work flexibility, able to rearrange work plans in relating to changing priorities.
- 🛡️ Interact sensitively with other workers, children and parents.
- 🛡️ Listen to understand the needs of all children.
- 🛡️ You will need to be patient, firm but fair and have a calm approach. Good communication skills at all levels in order to build relationships with children, parents and members of school staff.
- 🛡️ To show an interest in the ethos, mission and values of the Trust and demonstrate this in all work activities.

All Essential Criteria

How to Apply



If you are interested in this position and would like to have a more detailed conversation or arrange a visit to the school before making the decision to apply for the post, please contact:

The People and Culture Team

HR@aletheiatruster.org.uk

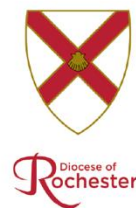
01474 533 082

To apply for this role, please visit MyNewTerm



Aletheia Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers, and governors to share this commitment. All successful candidates will be subject to an enhanced DBS check along with other relevant employment checks, including overseas criminal background checks where applicable. Our policy statement on the recruitment of ex-offenders can be found on our website. All new employees, volunteers and governors will be required to undertake safeguarding training on induction which will be regularly updated in line with statutory guidance.

Please click here to view: [Our Trust policies](#) or [Our recruitment of Ex-Offenders policy](#).



Contact Us

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