



WESTONBIRT
SCHOOL

INDEPENDENT LEARNING SUPERVISOR

- CANDIDATE PACK -



WESTONBIRT SCHOOL

Located in the heart of the Cotswolds, Westonbirt School is housed in a magnificent building, formerly the home of the Holford family. It has extensive grounds, including a nine-hole golf course and is set in an area of outstanding natural beauty, situated opposite the world famous Westonbirt Arboretum with whom we have a good relationship.

The Senior School is an independent boarding and day school for pupils aged 11-18. The School also benefits from sharing the grounds with Westonbirt Prep, a growing Prep School and Nursery. The School campus includes a Sports Centre and Swimming Pool and a 9-hole Golf Course.

The School consistently achieves excellent academic results and provides the pupils with a broad range of extra curricula activities to give depth to the learning. All pupils are inspired to achieve their very best potential and leave School with confidence and an ambition for lifelong learning.

For more information on Westonbirt School, please visit: www.westonbirt.org

WISHFORD SCHOOLS

In May 2018, Westonbirt Schools joined the Wishford Schools group. Founded in 2011, the group currently comprises nine independent schools in Wiltshire, Gloucestershire, Berkshire and Kent. The group aims to provide an excellent education to all pupils, giving every child the opportunity to shine. Standards and expectations are high, and staff and pupils are challenged and supported to give their best.

Schools work closely with the group's senior leaders to define the school's strategy and then enjoy the autonomy to run their schools, while benefiting from the support that membership of the group brings. In addition to strategic input and the sharing of best practice, the group provides expertise in property, legal, HR, finance, compliance and marketing matters leaving heads with time to focus on the children within their care.

For more information on the Wishford Schools group, please visit: www.wishford.co.uk



JOB DESCRIPTION

The Independent Learning Supervisor will oversee children who are timetabled for Independent Study during the school day. The Independent Learning Supervisor should help to foster a supportive and encouraging atmosphere in school, which enables the pupils to learn contentedly.

Reports to Deputy Head (Academic)

RESPONSIBILITIES

- Maintain a register of attendance using the schools database (iSAMS)
- Maintain a quiet, purposeful working atmosphere during Independent Study, ensuring they are engaged in learning activity that has been set by a teacher.
- Supervise and support the children with their set Independent study work and during break periods.
- To effectively manage instances of poor behaviour and any other immediate issues or emergencies that arise in accordance with school policy.
- Develop good communication with other staff members, alerting colleagues to any issues relating to the pupil's behaviour, performance or learning needs, as appropriate.
- To undertake administrative duties relevant to the role.
- Any reasonable request from the Deputy Head (Academic) or the Head.

Westonbirt Schools are committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers, reference and medical checks and the Disclosure and Barring Service.

Wishford Education is an equal opportunities employer and welcomes applications from all backgrounds. Appointments will be made solely on merit and will be made without regard to age, disability, gender, nationality, race, colour, ethnicity, or religion.

HOURS, SALARY & BENEFITS

Hours: 35 hours per week between the hours of 8:45am - 4:25pm. Mon - Fri dependant upon the requirements of the timetable. 30 mins lunch break

Term time only for 34 weeks of the year, to include attendance for inset and training days

Salary: £12.00 per hour (£14,280.00 pa)

Benefits:

- 5% employer pension
- Cycle to work scheme
- Means tested staff discount
- Free lunch included
- Paid holidays (pro rota) + bank holidays
- Access to the group's counselling scheme
- Access to fully funded apprenticeships, up to L7
- Discretionary Christmas stand down
- On site parking

APPLICATION PROCESS & CONTACT DETAILS

Closing date for applications is Friday 10th May 2024. Interviews will be held as applications are received. However, we reserve the right to close the vacancy early due to high application numbers, so early application is encouraged.

Interviews will be held week commencing 13th May 2024.

Applicants should complete the school's application form and submit by email hr@wishford.co.uk. This can be found on the [Wishford Careers Page \(link here\)](#), alternatively, you can apply via TES ([link here](#)).

The application form may be accompanied by a covering letter of no more than one page addressed to Simon Balderson, Deputy Head (Academic).

If you need any adjustment for the application or interview process please contact hr@westonbirtschool.uk