

EXAM INVIGILATORS



**COOMBE
WOOD
SCHOOL**

Required – during exam period

Salary: £12.50 per hour

Lead Invigilators £15 per hour

Term Time only – casual contract

Location South Croydon

Part Time/ Casual worker Opportunity

As an organised, meticulous and dedicated person we are interested in you becoming part of our team, on whom we can call to support administration and student supervision during the exam periods. Schedules are agreed well in advance, for both internal and external exams, but it is essential that you are readily available in May and June.

All of this requires a highly organised and efficient administrator, empathetic and proficient at dealing with students, especially at times when they might be anxious, and occasionally without other supervision.

Ethos

Our ethos derives from the theoretical and practical nature of sport with *TEAMWORK, RESPECT, ENJOYMENT, DISCIPLINE and SPORTSMANSHIP* as its core values. All staff are expected to demonstrate and support these in their everyday work. Coombe Wood School teaching and non-teaching staff will work closely together across many different areas of the school to ensure the best possible learning experiences for our students.

Coombe Wood School is part of Folio Education Trust: <http://www.folio-education.co.uk/>. This is a local collaboration of schools, with future possibilities of shared training or working at more than one school, so by becoming part of the team at Coombe Wood School, your career will experience wider benefits.

Location

This secondary is a fully-inclusive co-educational school, serving the communities of South and Central Croydon. The school is opposite Lloyd Park in South Croydon, with an excellent Tramlink service to and from East Croydon station (just 5 minutes' journey-time away) and a short walk from several bus routes. Over £35 million has been invested in our state-of-the-art school, including enhanced sports and performing arts facilities, comprising a competition-sized sports hall, a full-size 3G artificial surface, sprung dance floor studios, music rooms, a recording studio and some air conditioned office spaces.

Benefits include:

Chance to join an innovative and dedicated team.

Catchment includes many aspirational, supportive families.

Working with students who use MyZone technology to track and improve their fitness, as a result increasing their focus and concentration in the learning environment.

Application Procedure

Please download the job description, candidate information and application form or visit <http://www.cws-croydon.co.uk/Career-Opportunities> There are virtual tours and faculty talks signposted on our website.

Should you have any enquires related to the role or wish to submit a completed application form, please email careers@cws.foliotrust.uk

In compliance with safer recruitment guidelines CVs will not be accepted.

Closing Date: 23rd April 2024

Interviews: 24th April 2024

Safeguarding: *Folio Education Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The recruitment process will include an enhanced DBS check, medical screening, confirmation of right to work in the UK and all other pre-employment checks in line with safer recruitment requirements.*

The Candidate Privacy Notice ("Privacy Notice") is published on our web site www.folio-education.co.uk

Equal Opportunities

At Folio Education Trust, we believe that all individuals are of equal value and we are committed to equal opportunities for all. All people who work and study in the school have the right to be respected and valued within a safe and secure environment and not to be discriminated against on the grounds of age, class, sex, race, disability, sexual orientation and religion or belief.



a folio education trust school