

***Headteacher: Mr Simon Goodwin***

**Plymyard Avenue, Eastham, Wirral, CH62 8EH**

**Tel: 0151 327 3213**

[**www.southwirral.wirral.sch.uk**](http://www.southwirral.wirral.sch.uk)

**11-18 mixed comprehensive, circa 1050 on roll, Group 6**

**EXAM INVIGILATOR**

**Casual Contract**

**Salary range: Band D (£10.67 - £10.89 per hour)**

South Wirral High School is a co-educational foundation secondary school and sixth form located in Eastham, Merseyside, England. We pride ourselves on our community ties, working closely with nearby primary schools to aid in transition - shown in our motto "Raising Achievement in Partnership with Families and the Community". This declares a vision for our school where each student’s progress is remarkable. We focus on the whole educational experience for each student, aiming for success in examinations and the other aspects of school life - including sports, the arts, leadership and as contributors to our community.

We are looking for enthusiastic and organised individuals to join our exam invigilation team. You will be employed on a casual basis to supervise students taking external examinations, as necessary throughout the school year – hours are variable depending upon the exam timetable but you will need to be available for dates in November, January and the whole of the GCSE exam period (May to July).

Successful candidates will work as part of a pool of invigilators and should possess good interpersonal skills with an ability to deal with matters calmly, swiftly and firmly without being confrontational and will need to be reliable, punctual and flexible.

Previous experience in working with secondary school age children would be a distinct advantage, as would any previous supervisory experience. Full training will be given.

Please note that successful candidates will be expected to attend a compulsory, paid, training session.

**Closing Date: 6th October 2022**

We are sorry that it will not be possible to contact unsuccessful candidates. Anyone who has not heard of the progress of their application by **8th October 2022** must assume it has been unsuccessful.

Completed application form and letter of application with CV and the names of two referees addressed to the Headteacher at recruitment@southwirral.wirral.sch.uk

Please see the school’s website [www.southwirral.wirral.sch.uk](http://www.southwirral.wirral.sch.uk) for further details and an application form.

**The post is subject to an Enhanced Level DBS check.**

**The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment**

**All applicants will be considered on the basis of suitability for the post regardless of sex, race or disability**

**Our Safeguarding Policy can be found on our school’s website:** <http://southwirral.wirral.sch.uk/policies/>