

**Cover Supervisor**  
Excelsior Academy  
Newcastle upon Tyne  
NE15 6AF

Scale point 9 - 12  
£25,119 - £26,421 FTE, £22,124- £23,270 actual salary  
Permanent  
37 hours per week (term time only)

The Trustees are seeking to appoint Cover Supervisors for Excelsior Academy. Applications for full time or part-time will be considered.

The successful candidates will be required to supervise whole classes during the short-term absence of the class teacher, implement work programmes, manage student behaviour and assist pupils in relevant activities in line with Academy policies. You will ensure that the pupils keep to task whilst also maintaining good conduct in the classroom environment.

Candidates should be organised, self-motivated and confident and should be able to communicate well with pupils and staff members whilst also possessing good IT skills. The post requires a person who is dedicated, reliable and adaptable.

We would invite applications from both experienced individuals who have previously worked with young people, as well as from those who are looking to start a career in education and would like to gain experience in a school setting. Ideally the successful applicants would be looking to become a teacher in the future and have a specialist subject to offer, however this is not essential. This is an excellent opportunity to gain experience in the classroom, providing a route into teaching.

Excelsior Academy is an All-Through Academy providing education for pupils aged 3 – 19, serving the West End of Newcastle. Working at Excelsior, you will play an important role in our continuous drive for further improvement.

The successful candidate will join a successful MAT where all Academies support each other to the benefit of our pupils and their families. Our Academies also enjoy strong support from an experienced LST central team, based in Newcastle upon Tyne.

Further details and an application pack can be downloaded from the Careers section on the Laidlaw Schools Trust website

<https://www.laidlaw-schools-trust.co.uk/72/vacancies-1>.

If you wish to have an informal discussion about this post, please contact: Judith Ledger, Senior Administration Assistant (HR) – Tel 0191 2288400 or email

[judith.ledger@excelsiornewcastle.org.uk](mailto:judith.ledger@excelsiornewcastle.org.uk)

**Closing Date:** 3pm on Wednesday 10<sup>th</sup> July 2024

**Interviews will take place:** w/c 15<sup>th</sup> July 2024

**Applications should be returned to:** [exahr@excelsiornewcastle.org.uk](mailto:exahr@excelsiornewcastle.org.uk)

**Please note that CVs will not be accepted.**

We are an equal opportunities employer strongly committed to safeguarding and promoting the welfare of children and young people. The successful candidate must be able to demonstrate their commitment to children's safeguarding. All successful appointments will be subject to an Enhanced Disclosure and Barring Service check and a range of other pre-employment recruitment checks.

An online search will be undertaken for shortlisted candidates as part of the recruitment process on information available in the public domain. Candidates should disclose anything that may be relevant in line with Keeping Children Safe in Education. This search does not form part of the shortlisting process and candidates will have the chance to discuss any issues of concern that may arise during this search at interview.