



QUEENS' SCHOOL

Dare to be Great

Student Support Manager

- Closing date:** Midday Tuesday 16th April 2024
- Grade:** Scale H5, Pro Rata (actual salary £22,353)
- Hours of work:** 35 hrs per week, 8.15am – 3.45pm, term time plus 5 days
30 minute lunch break

Main Responsibilities: To promote academic and social success, maximising outcomes for all students.

Student support, wellbeing and development: Ensure that all students are recognised and valued as individuals; Promotion of good behaviour, wellbeing, punctuality, attendance and safeguarding; Identifying students causing concern; Implementing support /intervention strategies.

We are looking to appoint an enthusiastic, hard-working, highly organised, flexible, helpful and efficient individual who is committed raising the aspirations and achievements of our students and to ensure that all students are recognised and valued as individuals.

Full job description available on our website www.queens.herts.sch.uk

Applications to the Headteacher, Jonathan Morrell, to include school application form, covering letter and full contact details of two referees applications@queens.herts.sch.uk

You must complete all parts of the application form. CV's are not accepted.

Queens' School is committed to being an equal opportunities employer. We insist on the equal treatment of all current and prospective colleagues and will never condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership.

To help us meet our high standards and aspirations of a fully diverse and inclusive workplace, we strongly encourage suitably qualified applicants from all backgrounds to apply and to join us.

We are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All posts are exempted under the Rehabilitation of Offenders Act 1974. Appointments will be conditional upon the receipt of a satisfactory response to a check of police records via the Disclosure and Barring Service and references from previous employers. We are an Equal Opportunities employer.

Queens' School (Bushey) Ltd. is a Charitable Company limited by guarantee

Registered Office: Aldenham Road, Bushey, Hertfordshire, WD23 2TY

Telephone: 01923 224465

email: office@queens.herts.sch.uk

www.queens.herts.sch.uk

Registered in England; Registered Number 07650609