October 2021

RE : National Tutoring Programme (NTP) – Coordinator and/or Tutor

TERMS : £2000 for Coordinator and/or £20 per hour for tutor

Dear Sir or Madam,

Thank you for taking the time to find out about the vacancy within our Tutoring Team.

Following the disbursement of a substantial grant via the NTP we are now looking to appoint two coordinators and/or tutors for the academic year 2021-2022.

**Academic Coordinator**

This role will involve overseeing the delivery of the NTP within Mayfield School. The person appointed will ensure that as many eligible pupils as possible benefit from the NTP and maintain accurate records and quality control. This can be combined with the Tutoring role. We anticipate two coordinators being appointed. One for Primary and another for Seniors. The TLR payment may be combined with another TLR, if required.

**Academic Tutor**

We are now looking to appoint a team of tutors to deliver small group sessions to eligible pupils. This role is open to qualified teachers and support staff – full training will be provided for non-teaching staff.

The key features of the NTP programme are:

* The tutoring must be focused on Pupil Premium pupils as these are the children who have fallen most behind during the pandemic and lockdowns;
* The tutoring should be in group sizes of no more than 1-to-3.  It can be 1-to1;
* A block of tutoring is expected to last for 15 hours, but the timings can be flexible, and it doesn’t need to be in hour long blocks;
* It can take place at a flexible time, e.g. in Resilience, tutor time, Extra-Curricular or during the School day;
* In Primary school, the tutoring should focus on English and Maths;
* In Seniors, it can focus on the wider Ebacc subjects;
* We are expected to provide tutoring for up to 60% of our Pupil Premium pupils, which will be around 240 pupils during the course of this academic year.

To apply for this post:

External candidates -should complete an application form and return to Lynne Hollis, PA to the Headteacher on [hollis@mayfield.portsmouth.sch.uk](mailto:hollis@mayfield.portsmouth.sch.uk)

Internal candidates -should send an email expressing an interest to Lynne Hollis, PA to the Headteacher on [hollis@mayfield.portsmouth.sch.uk](mailto:hollis@mayfield.portsmouth.sch.uk)

Applications must be received by no later than 4:00pm on Friday 22nd October. If you have any questions, or would like an informal chat, please contact Mr. Matt Stedman, on [stedmanm@mayfield.portsmouth.sch.uk](mailto:stedmanm@mayfield.portsmouth.sch.uk)

Best wishes,



Mr. David Jeapes - Headteacher