



Sponne School Cover Supervisor



Assistant Site Supervisor

4 days per week, 4 hours per day

52 weeks per year

£25,989 - £26,403 FTE Grade F, Points 6-7

(£11,238 - £11,417 Pro Rata for 4 days)

Permanent Position

Sponne is an outstanding community comprehensive school with 1412 students aged 11-18 on roll with 167 staff. The school is part of Tove Learning Trust, comprising fifteen schools and has a training school and the Grand Union Training Partnership on site.

We are seeking to appoint an Assistant Site Supervisor to join our established Premises Team, who are responsible for providing a safe environment for students, staff and visitors. This is a varied and hands-on role, including setting up for assemblies and the school day, portorage of furniture, portable appliance testing, outdoor ground works, general site duties and decorating. You will be a key part of the team, helping to keep the school safe and welcoming for all.

The successful candidate will:

- Be physically fit and able to carry out manual tasks
- Have a proactive and reliable approach to work
- Have an understanding of health and safety requirements
- Work flexibly as part of an established premises team
- Meet the person specification and will be required to apply for a DBS disclosure
- Be calm and capable in an emergency
- Candidates must live and work in the UK

Tove Learning Trust is a fast moving and exciting place to work. The trust schools have a shared vision and purpose: to deliver outstanding educational experiences that lead to inspiring outcomes. Each academy has a strong individual identity and tailors their educational provision to serve their local community. Academies within the trust collaborate to share expertise and maximise opportunities and experiences for our students.

"Overwhelmingly, staff are very positive about the school. They value and appreciate professional development opportunities. Leaders are considerate of staff workload. Staff morale is positive and they are proud to be part of the school." (Ofsted 2025).

The Trustees of Tove Learning Trust are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. We follow safer recruitment procedures for all vacancies and in accordance with Keeping Children Safe in Education. We reserve the right to close this vacancy early if we receive a high volume of suitable applicants for the role. Therefore, if you are interested, please submit your application as early as possible.

How to apply: All documents including the full job description, person specification and application form are available on our website www.sponne.org.uk. Please ensure your application form and covering letter includes examples of your experience and how you meet the criteria outlined in the job description and person specification. Please do not send CV's without a fully completed application form. Further information requests or completed applications should be sent to Vikki Napier HR Manager & Headteacher's PA on recruitment@sponne.org.uk. **Closing date: Noon Monday 13th April 2026**



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