



Attendance and Welfare Officer

Rodillian Academy, Longthorpe Lane, Lofthouse, WF3 3PS

Salary: £27,741 - £29,577 per annum

Actual Salary: £23,830 - £25,407 per annum

Grade and Pay Range: SO1 SCP 23 – 25

Hours: 37 hours per week, Term Time Only plus 5 days

Start Date: As soon as possible

Rodillian Academy is looking to appoint an Attendance and Welfare Officer to join our committed and dynamic team. To secure the beneficial and regular attendance of all students of the academy, we are looking for an individual who holds relevant experience of working closely with families and students. We are looking for an individual who has excellent communication skills, a meticulous attention to detail and a pro-active attitude to problem solving. The successful candidate will be supporting students and families and working closely with other agencies. They will always be striving to achieve the best attendance levels for all, and where necessary, they will be carrying out the statutory duty of legal action. The suitable candidate will work as part of the Rodillian Academy Attendance team, helping devise strategies to maintain high student attendance levels, improve punctuality and reduce unauthorised absence at the academy and across the MAT.

The Rodillian Multi Academy Trust has a reputation for high expectations for all, an innovative curriculum and excellent staff/student relationships. It is regarded as one of the most successful Trusts in the country and is recognised as an organisation that does things differently. Our academies are a place where staff can develop their skills and find their own style and methods of teaching. Colleagues learn and grow alongside our students and feel that they are making a real difference to the lives of those they teach. We believe that traditional values of discipline and respect are sacrosanct. We do not tolerate bullying, defiance or rudeness, and this has made for a harmonious and safe learning environment for our young people and a supportive environment for staff. The Rodillian Academy is the flagship school of The Rodillian Multi Academy Trust. We are housed in a £27 million building with state of the art technologies across all departments.

This is a real opportunity for you to make your mark, and as a growing Multi Academy Trust with an excellent reputation and access to high-quality CPD for all, there are always opportunities for career development for ambitious and committed colleagues.

Prospective candidates are welcome to contact the academy to arrange a discussion about this opportunity.

The Trust is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The successful candidate will be required to undertake an Enhanced Disclosure check by the Disclosure and Barring Service.

Please complete an application pack which can be downloaded from the Trust website www.rodillianacademytrust.co.uk and return to recruitment@rodillianacademy.co.uk

Closing date for completed applications: Thursday 11 March 2021 at 9.00 am