

**FOR INFORMATION**  
**Cirencester Kingshill School**  
**Catch-Up Learning Mentor**  
**Part Time – Fixed Term Contract (until 31<sup>st</sup> August 2022)**

We require a Catch-Up Learning Mentor to support identified pupils with their learning needs in order to enable them to make increased rates of progress.

The post would suit applicants who may be considering a career in teaching or have experience of working with young people of secondary age in other settings outside of education.

Please see the job description for full details of the post.

**Holidays**

The post is term time excluding Inset days which totals 43.41 weeks of the year. This includes 24.5 paid days holiday rising to 29.5 after 5 years continuous service plus statutory holidays. Holidays must be taken during the school holidays.

**Hours**

27 hours and 55 minutes per week at the following times:

9.10am – 3.10pm Monday – Friday, which includes a 20 minute paid break (if working more than 4 hours per day) and a 25 minute unpaid lunch break, to be taken at times agreed with the Line Manager.

**Salary Scale**

Grade F point 6 – 12 £19,698 – £22,183 pro rata. Actual salary per annum is £12,370.12 – £13,930.67.

**Safeguarding**

Cirencester Kingshill School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share the same commitment. This post is subject to an enhanced Disclosure and Barring Service check.

**How to Apply**

- Please complete the Application Form for Support Staff (available via the school vacancies section on the school website).
- Include the names, addresses, contact numbers and email addresses of your two referees.
- Include your C.V.

**Please note that applications without the above being completed/included will not be accepted.**

- It would also be helpful if you could include a letter of application which explains how your experiences and skills will best fit the role of Catch-Up Learning Mentor.

Please email completed application forms and relevant documentation to [jobs@cirencesterkingshill.gloucs.sch.uk](mailto:jobs@cirencesterkingshill.gloucs.sch.uk) or post to Cirencester Kingshill School, Kingshill Lane, Cirencester, Gloucestershire, GL7 1HS.

**Closing date for receipt of applications is midday Monday 8<sup>th</sup> November 2021**  
**Interviews – week commencing 15<sup>th</sup> November 2021**

*(We reserve the right to close this recruitment earlier if there is a sufficient number of applications)*

We look forward to hearing from you. If you require any further information please do not hesitate to contact the school.

Miriam Hall  
Personnel Officer

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