

Cover Supervisor

Grade 5 Points 11 – 17 £28,142 - £31,022 per annum, pro rata

Actual Salary - £24,178 – £26,653 per annum

37 hours per week

Term Time plus Inset days

7:20am – 3:15pm Monday to Friday

Permanent Contract – Start date: ASAP

Frome College has an exciting opportunity for a **Cover Supervisor** to join our dedicated Cover team. Responsible for managing the school's emergency and planned absence system, you will effectively co-ordinate cover requirements, manage a team of lesson supervisors and oversee administration relating to the school cover procedures and processes. The role will be split between office and classroom as a significant element of the day will be spent supervising and managing classes of students. The successful candidate will join a dynamic and energetic team of highly motivated teachers and support staff as well as becoming an integral part of our school community.

To be considered for this role you will:

- Have strong IT skills, preferably with experience of Google and MS office.
- Have excellent communication skills with a positive can-do attitude
- Have the confidence and ability to work effectively with young people and encourage them to learn
- Be able to use your own initiative, with good planning and organising skills
- Have a flexible approach to work with the ability to prioritise to ensure all commitments are achieved
- Have a great sense of humour!

We offer the successful candidate:

- opportunity to be part of a strong community and supportive workforce
- a calm and welcoming environment which enjoys a large amount of green, open spaces
- supportive induction programme and CPD opportunities
- free parking
- onsite catering and nursery
- salary sacrifice schemes including Cycle to Work and an Employee Assistance Freephone Helpline

Frome College is a successful, vibrant, and forward thinking 13-19 Upper School with approximately 1300 students. It is a fast-moving College within the Midsomer Norton Schools Partnership. We are based on a stunning campus in easy reach of Bath and Bristol. Frome itself is a thriving market town, with a vibrant artistic community with the renowned Frome Festival, monthly Sunday market and many restaurants and 2 theatres, one of which is on campus.

Closing date: Midnight – Wednesday 2nd September 2026

Tel: 01373 465353 or Email: Recruitment@fromecollege.mnsp.org.uk

Please visit our website for details on how to apply: www.fromecollege.org/School/Vacancies/

This post requires a criminal background check via the Disclosure Procedure