



**Post:** Education Welfare Officer

**Salary:** Band 8, SCP 19 – 23 (£32,031 - £34,434 p.a.) pro rata to weeks worked

**Hours:** Full time (37 hours, plus 5 training days)

**Type:** Temporary until 31<sup>st</sup> August 2026 with a view to become permanent

**Hours:** 37 Hours, 8:00am – 4:00pm, term time only plus 1 week

**Apply by:** Friday 10<sup>th</sup> October 2025

**Interviews:** W/C 20<sup>th</sup> October 2025 (Times to be confirmed)

Haughton Academy, part of The Education Village Academy Trust is looking to appoint a Education Welfare Officer, This is an excellent opportunity for an enthusiastic, committed person who will help us manage and positively support attendance for our pupils. The successful applicant will be highly motivated and committed to ensuring the active participation, learning and achievement of all pupils.

We believe strongly in supporting children to ensure they get the very best start in life and are committed to working hand in hand with children and families. If you, too, are committed to supporting children and families, we would love to hear from you.

We are looking for someone who is:

- a good team player and able to work collaboratively with all school staff.
- independent and proactive.
- an excellent role model.
- flexible to the needs of the school and pupils with an "I can do attitude".
- keen to make a difference to the young people in our school.

We offer:

- excellent opportunities to develop your own professional practice through. Learning. teams, action research and an extensive CPD programme.
- a personalised approach to leadership development.
- a technology rich learning environment.
- a committed staff team.
- state of the art buildings and facilities.

**Closing Date:** Friday 10<sup>th</sup> October 2025

**Shortlisting:** Monday 13<sup>th</sup> October 2025

**Interview Date:** W/C 20<sup>th</sup> October 2025

Applicants should complete an application form and indicate through a letter (no more than two sides of A4) how their experience to date has prepared them for this role and how they would ensure future success.

Application forms and further details for the above position are available by visiting our website at [www.educationvillage.org.uk](http://www.educationvillage.org.uk) For any further information or to submit application forms please contact the Human Resources department using [peopleteam@educationvillage.org.uk](mailto:peopleteam@educationvillage.org.uk)

*The Education Village is committed to safeguarding the welfare of children and young people. You will be required to undertake an enhanced DBS check.*