

**FOR INFORMATION**  
**Cirencester Kingshill School**  
**LEARNING MENTOR**

**Required for January 2022 or as soon as possible**

We require a Learning Mentor, to play a key role in supporting pupils on the Pupil Premium List, and those who are in need of catching up with their peers as a result of COVID disruptions. Typically, these pupils will be at risk of underachievement through missing, or a lack of engagement in, learning (including homework), poor attendance and/or low aspirations. The Learning Mentor will work to develop engagement, identify and support learning needs, and improve the progress of identified pupils.

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.

*There is a potential for a second post on lesser hours – this will be discussed with shortlisted candidates at interview.*

### **Holidays**

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

The post holder will be required to work two Inset days (September and November) and this will be paid on a claims basis.

### **Hours**

30 hours and 25 minutes per week at the following times:

8.40am – 3.10pm three days per week & 9.30am – 4.00pm two days per week, Monday – Friday.

The above hours include 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**

Salary Scale Grade F point 6 – 12 £19,698 – £22,183 pro rata. Actual salary per annum is £13,478.15 - £15,178.49.

### **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.

We welcome applications from underrepresented groups including ethnicity, gender, transgender, age, disability, sexual orientation or religion.

### **How to Apply**

- Please complete the Application Form for Support Staff.
- 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 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 17<sup>th</sup> January 2022**

**Interviews – week commencing 24<sup>th</sup> January 2022**

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

Email: [mhall@cirencesterkingshill.gloucs.sch.uk](mailto:mhall@cirencesterkingshill.gloucs.sch.uk)

Telephone: 01285 651511 ext. 203

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