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Email [admin@hornseyschool.com](mailto:admin@hornseyschool.com) • Website [www.hsg.haringey.sch.uk](http://www.hsg.haringey.sch.uk) • Headteacher: Kuljit Rahelu

## **Student Support Officer**

**Scale S01: (£35,577 – £36,567)**

**36 hours x 52 weeks per annum (flexible working requests will be considered)**

We wish to appoint an exceptional individual to work as a Student Services Officer within our Student Service Team, to eliminate barriers to learning by ensuring that the school works in partnership with families, parents and carers so that every student can achieve and realise her potential. This will include the provision of interventions and support programmes to enable girls to attend regularly and achieve in all aspects of school life. The focus of the role is to enable learning to take place through developing strong links between school, home and, when necessary, external agencies.

The successful candidate for the post would ideally have:

- **A degree**
- **At least three years' experience of working with children, young people and their families in a school, youth or voluntary setting**
- **Knowledge and experience of procedures and legal requirements related to Child Protection, Safeguarding, Attendance, Admissions and Exclusion**
- **Exceptional interpersonal skills and team leadership**
- **Ability to work with a wide range of individuals and external agencies**
- **First Aid Qualification**

There is an opportunity to meet the Headteacher virtually on **Thursday 23 November at 12.30pm**. Should you wish to attend please contact Flick Heron (HT PA) via [execpa@hornseyschool.com](mailto:execpa@hornseyschool.com) or call 020 8348 6191 ext 227.

**For more information and to download an application form visit:**

<http://www.hsg.haringey.sch.uk/163/vacancies>

**Deadline for application:**

**Thursday 30 November at 9am**

**Interview Day:**

**Monday 4 December 2023**

Emailed application forms to: [personnel@hornseyschool.com](mailto:personnel@hornseyschool.com) · Telephone 020 8348 6191

**Please note CVs are not accepted.**

Applications will be considered as they are received and therefore candidates may be invited for interview before the specified date.

**Previous applicants need not apply.**

We are committed to safeguarding and promoting the welfare of our students. All roles are subject to safeguarding screening appropriate to the post, including checks of past employers and disclosures with the relevant body at an enhanced level. New DBS checks are conducted at regular intervals for current post holders