



## **Colne Valley High School**

### **Pastoral Support Co-ordinator**

#### **Temporary role (to cover maternity leave)**

**37 hours per week, term time + 5 additional days**

**Salary - £23,864 (FTE £27,334)**

#### **To start – Immediately**

Colne Valley High School are looking to recruit a Pastoral Support Co-Ordinator on a temporary basis to work as part of our Pastoral team. This is a truly exciting opportunity for an enthusiastic and ambitious person to join Colne Valley High School.

As a Pastoral Support Co-ordinator, you will become part of a Year team and take responsibility for the pastoral welfare of a designated group of students. You will ensure that effective communication with the families of these students is carried out engaging them as key stakeholders in their child's educational experience.

You will play a key part in ensuring that all students within your care are ready for learning in order to achieve their target grades and are maintaining high levels of conduct and behaviour. You will encourage students to respect themselves, their peers, staff, and their surroundings, reiterating the RITA values of the school and encouraging them to have high expectations of themselves.

The successful applicant will need to have excellent communication and interpersonal skills, with a commitment and passion for maximising the academic, personal, social, and emotional development of all students. They will be a team player that is well organised and extremely flexible in a very fast paced role.

If you are interested in applying for this role, please complete our application form, as a Word Document and return to Hayley Drummond, Recruitment Officer at [h.drummond@greatheightstrust.org.uk](mailto:h.drummond@greatheightstrust.org.uk)

**Closing date:** Wednesday 9<sup>th</sup> October, 9am

**Interviews:** TBC

*Great Heights Academy Trust is committed to safeguarding and promoting the welfare of children and vulnerable adults and we expect all staff to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974; pre-employment checks will be carried out; references will be sought, and successful candidates will be subject to an enhanced DBS check, an online search, and other relevant checks with statutory bodies.*

**GDPR Disclaimer:** Please note and appreciate that whilst we review all CV's and applications, due to the high volume that we receive on a regular basis, we can only respond to candidates that have been successful with their application. Therefore, if you do not hear from us within **14 working days of your application**, please accept that your application has been unsuccessful. In line with the General Data Protection Regulations (May 2018) (replacing the Data Protection Act 1998) we will permanently delete information for all unsuccessful applications, and we will not keep candidate information on file for future vacancies at this stage of our process.