**Exam Officer – The Meadows School**

**Grade 8 Part Time 7.5hrs per Week Term Time plus Two Weeks**

Directorate: Manor Hall Academy Trust

**Are you ready to join a team that makes a difference?**

The Local Academy Board wish to appoint an experienced Exam Officer to join our highly talented, supportive and friendly team. This is a fantastic opportunity to work in an improving school which was judged as 'good' by Ofsted in February 2014 and praised for the strong teamwork amongst the whole staff that ensures that pupils are supported both personally and in their learning.

We are looking for an individual who has a passion for children with SEN and is:

- A consistently good/outstanding practitioner

- Passionate about seeing children make excellent progress in a Special School environment

- Motivated, with high expectations for all learners

- Committed to working with the whole school community

- Able to contribute to life beyond their classroom

We would expect the successful candidate to:

- Have a broad knowledge and experience in being an Exam Officer

- Effectively promote and develop the Vision, aims and ethos of the school

- Have commitment to working in partnership with parents and other agencies

In turn we can offer:

- Happy children who are eager to learn

- A caring team of colleagues who are committed to providing the best for our pupils

- Excellent relationships with parents and governors

- Opportunities for professional development.

Phone calls to the school are strongly encouraged and warmly welcomed. Please contact Louise Smith Federation Business Manager for further information at: office@springfield.staffs.sch.uk

Applications close on: Friday 8th January 2021 at 12.00 noon

Application forms should be submitted by post or email to:

Springfield School

Springfield Road

Leek

Staffordshire

ST13 6LQ

Tel: 01538 383558 Email:office@springfield.staffs.sch.uk