



Student Services Supervisor

Grade F, Point 6-7

£25,989-£26,403 FTE / £22,354-£22,710 Actual

37 hours per week / 39 weeks per year

Required As Soon As Possible

'Pupils are happy to attend this school. The school's values include honesty, excellence, ambition, respect and teamwork. The school's culture is rooted in these values. There are positive relationships between staff and pupils. Staff have high expectations, and pupils live up to these.'

'Staff are proud to work at the school. They feel well supported by leaders in respect of workload, well-being and managing pupils' behaviour. Staff value the professional development they receive.'

We are looking to appoint a highly effective and efficient person to lead on providing a frontline support to our students in a range of areas, including overseeing our First Aid procedures.

We are seeking a candidate who has a genuine desire to support children and young people, strong interpersonal skills and a good sense of humour.

The successful applicant will find a purposeful and supportive learning environment, with a team of staff committed to raising student achievement and well-being.

This is a permanent post. The hours of duty are 7.45 am to 3.45 pm on Monday to Thursday, and 7.45 am to 3.15 pm on Friday, with a 30-minute unpaid break each day, term time plus training days.

For an application form and further details, please visit the [vacancies](#) page on our [website](#). Alternatively, please email vacancies@latimer.org.uk.

Please note we do not accept CVs as part of our application process.

We are committed to safeguarding and promoting the welfare of young people and expect all staff to share this commitment. This post will be subject to an enhanced DBS disclosure.

The Latimer Arts College values the diversity of our workforce and welcomes applications from all sectors of the community.

Closing date: 9.00 am on Monday 14 September 2026