



# The Rudheath Senior Academy

## Cover Supervisor

September 2026

Curriculum Support

National Joint Council Pay Scales

Suitable for new or experienced candidates

Middlewich Road, Northwich, Cheshire, CW9 7DT

[www.rudheathsenioracademy.org.uk](http://www.rudheathsenioracademy.org.uk)



# About the Role

Cover Supervisor

September 2026



## Cover Supervisor

Are you someone who believes in unlocking the potential in every child and ensuring their learning experience is positive, engaging, and seamless? If so, Rudheath Senior Academy could be the perfect place for you.

Working as a Cover Supervisor is an excellent pathway into teaching, offering valuable hands-on classroom experience and a strong foundation for those considering a career in education—whether as a first step or a career change. We warmly welcome applications from individuals who are passionate about working with young people and making a real difference in their lives.

As a Cover Supervisor, you will play a vital role in maintaining continuity of learning in the absence of teaching staff. You will be responsible for managing classroom behaviour, delivering pre-planned lessons, and ensuring that students remain engaged and make progress.

Key attributes for the role include being:

- Passionate about supporting young people in a school setting
- Self-motivated, proactive, and able to take initiative
- Confident in managing a classroom environment effectively
- Skilled in building positive relationships with students, staff, and parents/carers
- Reflective, organised, and committed to continuous improvement

***“This school is a friendly and welcoming community. Staff know the pupils well and ensure that they are well cared for.”***

**- Ofsted, 2023**



# Key Elements of the Role

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Key elements of the role will be:

- To support teaching & learning in a safe and healthy environment with a commitment to raising progress and attainment.
- To provide essential support across the school by maintaining a positive environment for effective learning, in the absence of the classroom teacher.
- Assisting with pastoral care and student wellbeing.

**Responsible to:** Assistant Headteacher

**Salary:** National Joint Council Pay Scales. SCP11 – SCP14 (£28,142 - £29,540 FTE). £21,328- £22,387 pro-rata per annum.

**Key Relationships:** Pupils, Faculty Team, Senior Leadership Team, Teaching & Support Staff, Form Tutors, Parents/Carers,

**Working Pattern:** 32.5 hours per week, Monday to Friday 08:30am – 15:30pm, Term Time Only.

**Disclosure Level:** Enhanced

**School Visits:** If you would like further information, to have an informal conversation, or to arrange a school visit, please contact Christine Williams, Headteacher, by emailing [cwilliams@rudheathsenioracademy.org.uk](mailto:cwilliams@rudheathsenioracademy.org.uk).

*The post holder is required to be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.*

# Job Description

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## *Summary of Main Duties and Responsibilities*

- Supervise students engaged in learning activities to ensure that the learning objectives set by the teacher are achieved also ensuring inclusion and acceptance of all students within the classroom to promote equal opportunities.
- Act as a role model and set high expectations of conduct to ensure that good behaviour is maintained.
- Ensure the objectives are achieved by the students within a safe and secure environment.
- Give clear instructions for the lesson provided by the teacher ensuring that learning outcomes are achieved.
- Keep appropriate records, as agreed with the teacher, to enable objective and accurate feedback to the teacher and students on the conduct of the lessons.
- To liaise with subject staff and provide any relevant feedback to departments.
- Ensure registers, class and pupils records are maintained.
- Assist with lunchtime and break duty supervision.
- Be aware of and comply with policies and procedures relating to child protection, equal opportunities, health, safety, security, confidentiality and data protection, reporting any concerns to the appropriate person, to maintain a safe and secure learning environment for students.

# Person Specification

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	Essential	Desirable	Method of Assessment
<b>Education and Qualifications</b>			
Minimum of GCSE (or equivalent) English and Maths at grade A – C (9-4).	X		Application/Interview
Educated to degree level.		X	Application/Interview
Commitment to personal and professional development, including an up-to-date awareness of the development of all aspects of the role.	X		Application/Interview
<b>Experience</b>			
Successful experience of working with young people.	X		Application/Interview
Successful experience of communicating with parents and other stakeholders in a formal settings.		X	Application/Interview
Experience of working in a school environment.		X	Application/Interview
<b>Skills, Ability, Knowledge</b>			
An understanding of and commitment to safeguarding and promoting the welfare of children and young people.	X		Application/Interview
Ability to work with a number of stakeholders, including staff, students and parents/carers.	X		Application/Interview
Well organised, calm, and very positive, confident and assuring.	X		Application/Interview
Able to encourage, inspire, motivate children.	X		Application/Interview
Able to quickly engage and build appropriate relationships with children.	X		Application/Interview
<b>Personal Qualities</b>			
High levels of resilience, integrity, honesty, and credibility.	X		Application/Interview
Motivated and confident in own abilities, self-starter with a can-do attitude.	X		Application/Interview
Excellent timekeeping.	X		Application/Interview
Flexible approach to work.	X		Application/Interview
Self-motivating with a positive outlook and attention to detail.	X		Application/Interview
Ability to build and work as part of an effective team, as well as being able to use initiative and work independently.	X		Application/Interview
Friendly disposition and ability to apply empathy and sensitivity.	X		Application/Interview

# Recruitment Information

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## How to Apply

Should you wish to apply for the post, please complete our online application form which is accessed via the vacancies page of the school's website ([www.rudheathsenioracademy.org.uk](http://www.rudheathsenioracademy.org.uk)), and send this to [recruitment@rudheathsenioracademy.org.uk](mailto:recruitment@rudheathsenioracademy.org.uk) by the closing date and time.

Closing date: **Monday 29<sup>th</sup> June 2026**

Time: **09:00am**

## Safeguarding Commitment

The North West Academies trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All offers of employment are subject to an Enhanced Disclosure and Barring Service (DBS).

## Diversity in the Workplace

The North West Academies trust values diversity in the workforce and is committed to ensuring that throughout the recruitment and selection processes no applicant is disadvantaged or discriminated against because of the protected characteristics of age, disability, gender re-assignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief and sexual orientation.



# Why North West Academies Trust?



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NWAT believes that an aspirational and inspirational education is the right of every child. Our success is driven by a commitment to relentlessly work to improve standards and outcomes for our pupils.

As specialists in providing high-quality education, we are passionate about supporting schools within their communities and helping to ensure outstanding learning opportunities for every child.

As part of NWAT we believe that the best possible education can only be provided if children are happy, well-fed and well-cared for. We understand that children learn best through experiences and that skills should be learned through fun, excitement and challenges. Residentials, swimming, inter-school sports and special days out take pride of place on all of the Trust school calendars.

For our staff, we offer:

- Flexible working arrangements.
- Enrolment to the Medicash Proactive Health Plan to help with costs of everyday healthcare.
- Access to 24/7 Employee Assistance Programme.
- Accredited counsellor to offer wellbeing support for all staff.
- Positive recognition culture.
- Bespoke professional development opportunities.
- Open door policy for communication across the Trust.
- Opportunity to contribute to the growth and development of NWAT.

*“Opening Children’s  
Eyes to the  
Wonderful World of  
Possibility”*

