

## Bentley Wood High School

### Casual Exam Invigilator (£9 per hour plus 12.07% holiday pay)

We are seeking a number of casual Exam Invigilators to join our outstanding school to work on an “as and when” basis during our busy exam periods of approximately 15 weeks per year. As an invigilator you will have a key role in upholding the integrity of the examination process and will be required to work in line with awarding body examination guidelines. Training will be provided.

Candidates should be reliable and punctual, flexible, firm but fair, be able to work under pressure and be a confident communicator. Candidates should be committed to inclusion and the well-being of every child.

Note: The job you are applying for is exempt from the provisions of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) which requires you to disclose all spent convictions and cautions except those which are ‘protected’ under Police Act 1997 – Part V and the amendments to the Exceptions Order 1975 (2013 and 2020) and are not subject to disclosure to employers on DBS certificates and cannot be taken into account.

If you are invited to interview you will be required to complete a “Disclosure of Criminal Record” form and bring the completed form to interview.

The School is committed to safeguarding and promoting the welfare of children and safeguarding checks will be undertaken prior to appointment including overseas checks where appropriate. This role involves engaging in regulated activity relevant to children and all staff have safeguarding responsibilities.

#### What we offer:

- An outstanding track record at GCSE and A level
- A team of colleagues who support each other
- Students who actively engage in lessons and have excellent attitudes to learning
- Professional development through the Harrow Collegiate Alliance
- Mindfulness and wellbeing activities each week along with staff sports and clubs
- One of the best sites in London, located on the greenbelt next to Bentley Priory and set in 27 acres of woodland and fields, providing an exceptional learning environment

In what has been an unprecedented year for schools and education, Bentley Wood High School are proud that our students have achieved such excellent results and gained places at a range of prestigious universities

*“Outstanding teaching stimulates the students’ passion, igniting their enthusiasm and interests for learning. Students’ behaviour around the school and their attitudes to learning in lessons are exemplary”* Ofsted **Outstanding**.

**Closing date: Noon 14 January 2022**

For any additional details please contact the Headteacher, Dr Janice Howkins OBE, Clamp Hill, Stanmore, Middlesex, HA7 3JW, 020 8954 3623 or [recruitment@bentleywood.harrow.sch.uk](mailto:recruitment@bentleywood.harrow.sch.uk).

**An Equal Opportunities Employer**  
**Committed to Safeguarding and Promoting the Welfare of Children**