



Vacancy

Attendance Officer

Salary:	Grade: F, points 8-13(£20,493 - £22,627)
Actual Salary:	£17,411 - £19,224 p.a.
Hours:	37 hours per week, term time only (inc training days)
Contract:	Permanent
Required:	As soon as possible

We are seeking an adaptable, motivated person to work as a member of our pastoral team, focusing on improving students attendance.

If you

- can relate to young people and are committed to helping them achieve their potential
- have excellent communication and organisational skills with parents, students and staff
- work effectively as part of a team as well as individually
- are good with data and can spot patterns and trends
- have bags of energy and relentless optimism

We can offer you:

- full training
- a chance to make a difference in a key area of our school

Closing Date: 10am on Thursday 2nd December 21

Find out more:

<https://aretelearningtrust.org/vacancies/>

Areté Learning Trust is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment. Any offer of employment will be subject to satisfactory completion of all pre-employment checks including enhanced DBS disclosure