



Attendance Manager and DDSL at St Martins School

Job Title: Attendance Manager and DDSL

Salary: SET Grade 8 – SCP 28-33 = £27,041 -£31,346

Hours: 37 hours per week, Full Year (Working pattern may vary)

Contract type: Permanent

Start date: ASAP

Location: St Martins School, Alvaston, Derby, DE24 0BT

This is an exciting opportunity for you to join the Well-Being Team in our outstanding and innovative school which is proudly part of the Shaw Education Trust.

St Martins is an 11-19 Special School in Derby, with a mixed student profile of children and young people with a range of learning difficulties and additional complex needs. We received our third consecutive 'Outstanding' OFSTED in June 2017 and we continue to aspire to the highest standards for students and our staff teams.

We are looking to recruit an Attendance Manager and Deputy Designated Safeguarding Lead to join our skilled, committed and enthusiastic team.

St Martins School is committed to safeguarding and promoting the welfare of children and young people and all posts are, therefore, subject to pre-employment checks, references will be sought and successful candidates will be required to undertake an enhanced DBS check.

St Martins is a unique learning community with very supportive Academy Councilors and parent/carers who provide encouragement and expertise to strengthen the ethos of the school towards excellent outcomes for all.

Application and Selection: All candidates are required to submit an application form, supporting letter and Recruitment Monitoring Form for this role, which can be obtained from the St Martins School or Shaw Education Trust's website.

Closing Date: 17th May at 12:00pm midday. Interview Date: 26th May.



Debbie Gerring **Headteacher**

St Martins School, The Derwent Campus, Bracknell Drive, Alvaston, Derby, DE24 0BT
Tel: 01332 571151 **Email:** admin@stmartins.derby.sch.uk **Online:** www.stmartinsschoolderby.co.uk



Candidates should send their completed application form, recruitment monitoring form and supporting letter to Victoria Theobald, PA to Headteacher – v.theobald@stmartins.derby.sch.uk. CVs will not be accepted.

We appreciate that in the current circumstances you may not be able to visit the school ahead of making an application, however if you have any enquiries prior to applying, please contact the Headteacher, Debbie Gerring, by email on d.gerring@stmartins.derby.sch.uk.



Debbie Gerring **Headteacher**

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