



**WOLSINGHAM
SCHOOL**

COUNTY DURHAM



**ADVANCE
LEARNING
PARTNERSHIP**

Attendance Manager

Wolsingham School

The Grammar School Building, West End, Wolsingham,
Bishop Auckland, Co Durham, DL13 3DJ.

Tel: 01388 527302

Email: info@wolsinghamschool.net

Website: <https://www.wolsinghamschool.net/>
11-16 School.

Headteacher: Mr N Mitchinson.

Salary: Grade 7 (SCP 17-22) £23,953 to £27,514. Pro Rata to Working Weeks,

Contract Type: Permanent, 37 Hours, Term Time plus 10 days.

Required: July 2022.

At Wolsingham School, we aim to help every child to reach their fullest potential, achieve highly and become thoughtful, happy and well-rounded adults. Our ethos is based on four pillars: academic excellence, a rich extra-curricular life, character and citizenship, and exceptional pastoral care.

Wolsingham School is extremely proud to be a member of the Advance Learning Partnership Multi-Academy Trust, whose schools work together to provide "Excellent Education through Collaboration".

Students arrive at Wolsingham School from over 25 primary schools and flourish in our highly supportive community. If you would like to learn more about our school or are considering joining us, please feel free to contact us at info@wolsinghamschool.net for a tour or further information.

We seek to appoint a highly organised and dedicated person to:

- Promote excellent attendance, punctuality and conduct amongst all students and ensure the school's attendance procedures are maintained effectively.
- Establish and develop a professional service to support the school in raising attendance, investigating persistent absences and improving punctuality.
- Work on initiatives which raise the awareness of staff, parents and the community on the importance of school attendance.



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Further details and application forms are available on the Academy website or by e-mailing for information. Please contact the office to arrange a pre-discussion or visit.

Closing date for applications: Monday 6th June 2022, 9am.

Interviews: Friday 10th June 2022.

We are committed to safeguarding and promoting the welfare of children and young people and to equality of opportunity. An enhanced DBS check is required for all successful applicants.