



### **Cardinal Pole Catholic School**

Cardinal Pole Catholic School is a mixed 11-18 popular oversubscribed school, in a state-of-the-art building which opened in September 2012. There are currently over 1000 students on roll. The school is on good local bus routes, and is a few minutes' walk from London Overground stations at Hackney Central and Homerton. We are looking to recruit staff keen to support the school on its journey to outstanding.

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#### **Pastoral Support Manager – One-year maternity leave cover**

Grade: Scale 6 £ 29,544 - £ 30,618 paid pro rata

36.5 hours per week / Term Time Only

The Governing Body is looking to appoint an exceptional Pastoral Support Manager.

We are looking for someone that displays a calm and tactful attitude with excellent communication skills; has strong IT skills including MS Office applications and has excellent and efficient organisational skills. Knowledge of the SIMS or an equivalent school management information system will be an advantage.

Please send your letter of application and completed application forms to [staceywright@cardinalpole.co.uk](mailto:staceywright@cardinalpole.co.uk) Please note that CVs will not be accepted.

Closing Date for Applicants: Tuesday 19<sup>th</sup> October 2021 at 8.30am

Start Date: January 2022

Interview Date: TBC

Cardinal Pole Catholic School is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. An enhanced CRB check will be undertaken.

We are an Equal Opportunities employer with excellent professional development opportunities.