

The Hemel Hempstead School



Attendance, Behaviour and Intervention Officer

Full Time Permanent Post (37 hours per week / term time only)

H3 £19,650-£20,043 (Actual Pro-Rata £16,318-£16,644)

Closing date: Monday 5th September 2022

Interview date: To Be Confirmed

We are seeking to appoint someone to work within the Attendance, Behaviour and Intervention (ABI) team to support the improvement of attendance and the development of behaviour systems within the school. The role includes daily administrative routines as well as support of these vital areas through contact and intervention with students and their families.

The Hemel Hempstead School is a very popular and very oversubscribed school on a beautiful site in the Boxmoor Village area of the town, close to local and national rail, bus and road links to London. Our Ofsted inspection in 2021 praised the school, saying, *“Pupils at The Hemel Hempstead School get a high-quality education. They develop the knowledge they need to achieve well in all subjects. This is the same for all pupils. Pupils are keen to learn. As a result, they concentrate in lessons. Pupils say that they behave well because they understand what they are learning.”*

We are an expanding school, having been asked by Hertfordshire to increase to 217 students in each year group and over 250 in the Sixth Form, allowing us to recruit new colleagues and increase the broad range of academically rigorous courses we offer. Our facilities are excellent with world-class indoor and outdoor sporting facilities, a brand new music, languages and science centre and plans for further improvements across the site.

Further details, including application forms, are available on our website at www.hhs.herts.sch.uk

Please send completed forms to our School Business Manager, Mrs Joanna Avey, via email at j.avey@hemelschool.com by the closing date. Please note that if you have not been contacted within a week of submitting your applications then, regrettably, you have not been shortlisted.

The Hemel Hempstead School is totally committed to safeguarding and promoting the welfare of young people and expects all colleagues to share this commitment. All post holders are subject to satisfactory DBS enhanced disclosure.

You will need to provide two referees, one of whom must be your current Headteacher/Principal. The other should not be a colleague from the same school, but rather another, suitable professional who knows you well from a work or educational setting.

Please note that we reserve the right to appoint at any stage during the recruitment process. Early applications are therefore encouraged.

