



Exam Invigilators

An opportunity to join an innovative, supportive and growing school community

We are looking for responsible and reliable individuals to join our team-orientated school graded as 'Good' in all categories (Ofsted March 2024). The role is for casual hours, within school term times.

We are looking to appoint Exam Invigilators to work with our Exams team, helping with both internal and public exams during examination seasons.

This role includes setting up exam rooms, overseeing the running of exams to ensure an efficient and compliant service, providing candidates with the correct test papers, answer booklets, and any other required materials, while also ensuring that candidates do not communicate with each other or use electronic devices once the exam has begun.

Rate of Pay: £12.82ph (inclusive of holiday pay)

At The Bicester School we pride ourselves on having successfully created an ethos that is nurturing, but challenging, and fully inclusive to all staff and students. We are fortunate to be located in a rural part of North Oxfordshire with excellent transport links.

For further information please contact the school's Exams Office on 01869 243331 or email exams@thebicestersterschool.org.uk

To apply for this position please complete the application form listed under the vacancy heading. Applications should be submitted by email to hr@thebicestersterschool.org.uk

Closing Date: Friday 6th of December 2024 at 12pm (we reserve the right to close the advert early so please reply as soon as possible)

Interviews: tbc

Due to this post having access to children and/or vulnerable adults, candidates will be required to undertake a Disclosure and Barring Service check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.

The Bicester School is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.

We undertake social media checks on all shortlisted candidates in accordance with DFE statutory guidance 'Keeping Children Safe in Education'.