

17/1/22

Dear Parents

Cover Supervisor Role

From time to time you may have seen in the bulletins that we are looking for more cover supervisors to add to our bank of staff who fulfil this role. I wanted to give you a little more information about this and encourage anyone in a position to do so to apply.

A cover supervisor looks after a class of students in the absence of their teacher. There is no teaching involved; you are there to ensure the students are able quietly to get on with their work which will generally have been set on Teams by the teacher. There are school rules that the students need to follow and child protection and safeguarding rules that all staff need to abide by.

The role is very much an ad hoc one as we sometimes don't know much in advance when cover is going to be needed, apart from trips and events. The contract is therefore 0 hours and very flexible on both sides. Training is given in safeguarding and the role itself, with time to observe an experienced cover supervisor at work.

Many cover supervisors at RGS have gone on to become permanent members of staff either here or at other schools having enjoyed the contact with students and being part of an educational working environment.

If you are interested in such a role, and would like more details please click [here](#). You will see that the role is combined with that of Exam Invigilator as some people are happy to do both or start with one and add the other when confident to do so; again, we are very flexible here. Should you wish to apply, an application form can be found [here](#).

Thank you for considering this. If I can answer any questions please do not hesitate to get in touch.

Kind regards

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