



Job Title: Offsite Provision Coordinator
Grade: Grade 6 points 15-20 £27803-£30296 pro rata
Contract: Fixed Term 02.09.24-31.08.25
Location: Russet House, Gloucester
Hours: 35 hours per week 8.30-4.00 Mon-Fri
Weeks: 39 weeks per year term time only
Start Date: 02 September 2024

We are looking for someone to oversee our offsite provision for students who cannot attend onsite due to capacity constraints. This is a flexible and diverse role and will require the successful applicant to work with a range of stakeholders including offsite providers, parents/carers and students. It will involve monitoring student engagement with the provision, undertaking regular home visits and contact to maintain a strong relationship between the school and the family and overseeing the safeguarding for the young person. You will work with our experienced team of pastoral staff and benefit from joining a growing staff body, with the opportunity to collaborate with colleagues across 6 centres in Gloucestershire. The successful applicant will have experience of working with children and families, be positive about supporting young people who may have had challenges in their previous educational settings and believe in making every day a 'fresh start'. They will be based at Russet House in Gloucester but must be willing to travel and so the postholder must be able and willing to drive.

This is an exciting time to join our school – we urge you to check our website or Facebook to see the work we do to support our young people engage positively with education.

To apply please complete a Gloucestershire County Council application form and return to Amanda Peacey, Strategic Finance and HR Lead, via email: Amanda.peacey@altusschool.org.uk.

Closing date for applications: 8th July 2024 9am

Interview date: tba

The Altus School is committed to safeguarding and promoting the welfare of young people and all appointments are subject to Disclosure and Barring Service Enhanced checks and satisfactory references.

We take up references prior to interview and all appointments are subject to a police check in accordance with the Rehabilitation of Offenders Act 1974, which requires the disclosure of criminal background of those with access to children. To comply with the Asylum and Immigration Act 1996 we request candidates bring with them to interview evidence of their right to employment in the United Kingdom.