

Kineton High School and Sixth Form

Headteacher – Siona Robson
Banbury Road, Kineton, Warwickshire CV35 0JX



Achieving Personal Best

P.A. to the HEADTEACHER

37 hours per week, term time only plus two weeks.

Salary Range: Grade F (£15,542 - £17,612)

Required as soon as possible

We wish to appoint a highly skilled, efficient and enthusiastic administrator to this key position in the KHS professional support team. You will be flexible, well-organised, have excellent ICT skills, a good sense of humour and delight in working in an educational setting.

Kineton High School is a popular and successful 11-18 school situated in rural South Warwickshire. There are 839 students on roll, 108 of whom are in the Sixth Form.

"You are determined and passionate about improving standards in your school and make teaching and learning the priority in all you do" OFSTED ('Good' rating Jan 2017).

Application pack and further information is available to download from our website;
www.kinetonhighschool.org.uk and from the School Office - Tel: 01926 640 465,
email: enquiries@kinetonhighschool.org.uk

Closing date: Monday 19 March 2018, 9.00am.

Kineton High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Successful candidates will be required to undertake an enhanced DBS check with
Children's Barred List check