



Pupil and Family Support Co-ordinator

***Ofsted inspected Christ the King RC Primary School in September 2017:
'A Good School with Outstanding Features'***

'With the knowledge of Jesus and His love in our hearts, we try to be the very best we can'

Required for September 2019, or sooner

Grade 7, SCP 26-30

Permanent, Full Time: 35 hours per week

Term Time plus 10 days (subject to negotiation with the Headteacher)

465 pupils on roll, including the Nursery.

The children, staff and governors of this popular and successful Catholic school wish to appoint strong, dynamic and inspirational Pupil and Family Support Co-ordinator who will have:

- Experience of working with vulnerable children and their families;
- Recent working knowledge relating to safeguarding, child protection, attendance and school admission procedures and be able to support the Headteacher in ensuring that all policies and procedures, relating to these areas, are adhered to;
- Excellent communication and administration skills;
- A positive, non-judgmental and strength based approach to families;
- A commitment to the happiness, well-being and self-esteem of the children;
- Drive and energy.

See job description and person specification for full details.

Christ the King offers:

- Wonderful children who love school;
- Very supportive families from a well-established community;
- A committed, hardworking and friendly staff team;
- An attractive, stimulating and safe environment;
- A supportive Governing Body;
- A vibrant and forward thinking parish;
- Excellent links with the Diocese and other local Catholic schools;
- A commitment to your professional development and well-being.

Visits to the school are warmly welcomed and encouraged. These can be arranged by contacting the school office on 0161 681 2779.

To apply for this position, please e-mail the school at recruitment@christtheking.manchester.sch.uk for an application form and supporting documentation. Applications should be returned, via the Clerk to Governors to recruitment@christtheking.manchester.sch.uk or posted to Christ the King RC Primary School, Culcheth Lane, Newton Heath, Manchester. M40 1LU

Closing Date: Monday 24th June 2019 at 12.00 noon.

Shortlisting: Tuesday 25th June 2019.

Interviews: Wednesday 3rd July 2019.

Christ the King Roman Catholic Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Therefore, the appointment is subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service and other safeguarding related checks.