

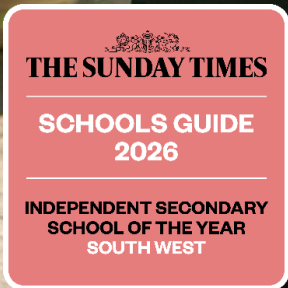


KING
EDWARD'S
SCHOOL
BATH

THE SCHOOL FOR ADVENTUROUS MINDS

After-School Supervisor

INFORMATION FOR CANDIDATES



Applications are invited for the post of

After-School Supervisor

Permanent, Part-time (4-6pm) Mondays, Tuesdays and Thursdays

36 weeks per year (term time only)

From September 2026

Thank you for your interest in our permanent, part time role of After School Supervisor at King Edward's School, Bath.

Founded in 1552, King Edward's School, Bath has held a special place in the city for well over four and a half centuries and is now firmly established as one of the leading schools in the South-West of England, being recognised recently as the Sunday Times Independent Secondary School of the Year in the South-West for 2026. As a family of three schools, the Pre-Prep, Junior and Senior sections of King Edward's offer an inspiring and supportive environment for children aged 3 to 18. All pupils are encouraged to be the best they can be, and all are nurtured along the pathway to leading happy, fulfilled and successful lives at School and beyond.

King Edward's School is committed to safeguarding and promoting the welfare of children and young people and applicants must be willing to undergo safeguarding screening, which includes successful clearance of an enhanced DBS check, receipt of satisfactory references and a pre-employment health questionnaire. We are an inclusive school and welcome applications from people of all beliefs and backgrounds.

With highly motivated and academically ambitious pupils, this role is a chance to support those children who stay beyond 4pm and support them in their studies. If you have a desire to make a real impact on young lives, we hope that you will consider making an application.

Yours sincerely,

Martin Boden
Headmaster



“

KES PUPILS ARE GENUINELY INTERESTED TO LEARN AND THIS, COMBINED WITH A TEACHING STAFF WHO PUSH THEMSELVES TO DELIVER TOP NOTCH LESSONS, MEANS THAT OUTCOMES ARE EXCELLENT.”

THE GOOD SCHOOLS GUIDE

SCHOOL BENEFITS

- Generous and competitive school fee remission.
- Free refreshments, fruit.
- Employee assistance packages - AIG SmartHealth and L&G Sparks.
- Recently refurbished gym on-site and access to gym membership offer for the University of Bath.
- Tax-efficient Cycle to Work Scheme.
- Pilates classes for staff, with colleagues also welcome to join the Senior School's weekly lunchtime Running Club.
- Support towards prescription glasses and eye tests.

STAFF PENSION

If eligible, you will be automatically enrolled into King Edward's School, Bath Group Personal Pension Plan with an employer's contribution of 6% of salary, to be matched by a 2% employee contribution.

We are confident that you will find working at KES inspiring, but don't take our word for it - read what some of our staff say about working at KES by visiting our website:

www.kesbath.com



JOB SPECIFICATION

RESPONSIBLE TO:

The Deputy Head (Academic) who has overall responsibility for the library.

RESPONSIBLE FOR:

Providing supervision within the Senior School Library after school, ensuring a calm, purposeful and studious environment in which pupils can work independently, read, and complete academic tasks.

Supporting the effective and professional operation of the library space in line with school expectations and policies.

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THE TEAM I WORK IN IS LIKE A FAMILY, WE ALL COLLABORATE AND HELP EACH OTHER, AND I FEEL PROUD TO TELL PEOPLE THAT I WORK IN A SCHOOL WITH A GREAT REPUTATION AND THAT IS SO SUPPORTIVE.

KATIE BARNLEY

DEPUTY HEAD TEACHER SENIOR SCHOOL

The main responsibilities of an After-School Supervisor include, but are not limited to:

1. Maintaining a quiet, orderly and studious atmosphere within the library, conducive to independent work and reading.
2. Supervising pupils in Years 7–13 using the library after school, ensuring high standards of behaviour, courtesy and engagement with academic work.
3. Promoting independent study habits and encouraging pupils to use the library appropriately for homework, revision and wider reading.
4. Monitoring pupil conduct and addressing low-level disruption promptly to maintain an appropriate working environment.
5. Ensuring the safety, welfare and good conduct of pupils at all times whilst in the library.
6. Supporting the effective and orderly use of library resources, including books, study spaces and IT facilities.
7. Ensuring the library is maintained to a high standard of organisation and presentation before, during and after each session.
8. Managing the signing-in/signing-out process and ensuring appropriate supervision arrangements for pupils arriving at and leaving the library.
9. Dealing effectively and calmly with any immediate issues that arise, escalating where appropriate in line with school policies and procedures.
10. Reporting concerns regarding behaviour, wellbeing or safeguarding through the school's agreed referral procedures.
11. Acting as a visible and professional presence, modelling high standards of conduct and reinforcing the expectations of the Senior School.

General

1. Attending relevant training and briefings as required.
 2. Respecting confidentiality and adhering to the School's GDPR Policy.
 3. Participating in professional development and review processes as appropriate.
 4. Understanding and applying school policies relating to behaviour, safeguarding, health and safety and pupil welfare.
 5. Complying with Health and Safety responsibilities relevant to the role.
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A member of support staff might also be required to undertake any other duties as reasonably directed by the Headmaster or his deputies.



PERSON SPECIFICATION

QUALIFICATIONS	ESSENTIAL	DESIRABLE
Good general education (e.g. GCSEs including English and Mathematics)	✓	
Further qualifications relevant to education, libraries, or working with young people		✓

KNOWLEDGE AND EXPERIENCE	ESSENTIAL	DESIRABLE
Awareness of safeguarding requirements	✓	
Experience working with young people in an educational or supervisory setting	✓	
Basic IT proficiency (e.g. Outlook, Word)	✓	
Experience supporting independent study or library use		✓

PERSONAL QUALITIES	ESSENTIAL	DESIRABLE
Ability to remain calm and patient	✓	
Flexible and adaptable in response to changing needs	✓	
Ability to establish a focused and purposeful working environment	✓	
Strong interpersonal and communication skills	✓	
Confidence in managing behaviour appropriately and consistently	✓	
Self-motivated and able to work independently	✓	
Organised and reliable with good timekeeping	✓	
Good judgement and an understanding of when to seek support	✓	
Ability to relate effectively to pupils aged 11-18	✓	

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KES IS IN THE HEART OF THE CITY AND HAS A BEAT LIKE NO OTHER! I HAVE BEEN TEACHING HERE FOR 24 YEARS AND THE JOY OF THE SCHOOL IS THE PUPILS WHO MAKE IT A SCHOOL AND THE TEACHERS WHO NURTURE TO HELP THE SEEDS TO GROW.

D WILLISON
 ART TEACHER

SALARY

Salaries at the School are based on our own KES Salary Scale (Support Staff).

Monday, Tuesday and Thursday

6 hours per week

36 weeks of the year (term time only).

Annual Salary: £34,789 (A28)

Actual Annual Salary: £4,434 per annum including 4.87 weeks of holiday pay.



All staff are in a position of trust and have a duty to keep children and young people safe and to protect them from neglect and physical and emotional harm. This duty is in part exercised through the development of respectful caring and professional relationships between staff, children, and young people. Staff are expected to be familiar with the local child protection arrangements and understand their responsibilities in order to safeguard and protect children and young people.

King Edward's School is committed to safeguarding and promoting the welfare of children and young people and applicants must be willing to undergo safeguarding screening including checks with past employers and a DBS disclosure in accordance with the DBS Code of Conduct. All appointments are made subject to satisfactory DBS clearance. The suitability of all prospective employees or volunteers will be assessed during the recruitment process in line with this commitment.

APPLICATION PROCEDURE

Further details and an application form can be obtained from the School's [website](#) or from the School's HR Department at recruitment@kesbath.com.

Applications should be made via the School's [website](#) where applicants can summarise their suitability for the post, including their relevant experience.

These should be **received by Monday 3rd August 2026**; however, early application is encouraged as we may look to invite strong candidates for earlier interview

Interviews are likely to be held on 11th August 2026.

Please note that we are unable to give feedback to applicants not invited for interview.

OUR PURPOSE & VALUES



OUR PURPOSE

Through an outstanding all-round education, KES pupils acquire the tools and the confidence to flourish and be happy today and to be ready for whatever the future may hold.

We explore with our pupils, helping them to find their voice, fostering a sense of adventure, curiosity, resilience and ambition, encouraging them to do their best in all things and nurturing kindness, compassion and a sense of responsibility for others and for the world around them.



KING
EDWARD'S
SCHOOL
BATH



1 | OUR VALUES

BE THE BEST VERSION OF YOURSELF

We believe that everybody at King Edward's is unique, one of a kind. We see, hear and get to know them and value them as individuals. Through a rich tapestry of opportunities, we help our pupils to become self-aware, to unearth and develop their passions, talents and creativity and to fulfil their potential.



2 | OUR VALUES

LEARN TOGETHER, GROW TOGETHER

Togetherness is at our core. We all belong and we all contribute in different ways to an inclusive and supportive community. We forge our own pathways, but we are also part of the team. Looking forwards and outwards, we believe that together we are greater than the sum of our parts and can make our world a better place.



3 | OUR VALUES

ALWAYS EXPLORING

Every experience in and out of the classroom has the power to enrich us. We believe that there is always more to explore and joy to be found on that journey. We want all our pupils to have a passion for discovery, to value knowledge, think critically, ask questions and challenge mindsets and to develop a lifelong love of learning and enquiry.



4 | OUR VALUES

AIM HIGH, BUT STAY HUMBLE

We have high expectations and take pride in our achievements. Through aspiration, reflection, hard work and determination come progress and success. We know that we can't always be the best, but we can always do our best. Whilst our ambitions may be lofty, our feet are firmly grounded.

Our community should be rich in opportunities and pathways but never in arrogance or entitlement. We aim high for ourselves, but we always remember to look out for and support others. We recognise our responsibility both at school and in the wider community of Bath and beyond and we embrace this with generosity and respect.

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