

## **Advert**

### **Attendance & First Aid Assistant**

**Salary: £25,989 pa pro rata**

**Actual salary: £18,670**

**30 hours per week – term time only**

We are seeking a dedicated and proactive Attendance & First Aid Assistant to play a key role in promoting excellent student attendance and supporting the health and wellbeing of our school community.

You will work as part of the Attendance Team to ensure daily attendance systems are accurate, effective, and supportive of student progress. Alongside this, you will provide high-quality first aid and healthcare support, maintaining accurate records and promoting student welfare.

As this is a newly created post, there will be scope to shape and develop the role as the College's needs evolve.

Completed application forms and letters of application should be sent directly to the college addressed to [swindsor@stcatherines.college](mailto:swindsor@stcatherines.college).

The closing date for this post is **12 noon on Monday 1 December 2025**.

St Catherine's College is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to demonstrate this commitment in every aspect of their work. An enhanced DBS check is required for all successful applicants.