



King's Group
Academies



King's Academy
Easthampstead Park

Ringmead, Bracknell, Berkshire, RG12 8FS

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www.kgaeasthampstead.uk

Executive Headteacher: Mr D Littlemore

Head of School: Mr M Hall

Exam Invigilators

Pay Grade: KGA03-4, £15.56 per hour inclusive of London Weighting and Holiday Entitlement

Core Hours: This position is on a zero-hours contract basis. Due to the nature of exams being a national event, we are unable to recruit candidates who wish to invigilate across multiple schools.

Start date: As soon as possible.

We are looking to recruit a pool of reliable people to support examinations. Working hours are typically from 8.30am until 1.35pm for morning sessions and 2.05pm until 4.10pm for afternoon sessions. Our Invigilators may work whole day or part day sessions and *availability during the external exams held nationally from May to June, along with flexibility is crucial* to the effective invigilation of exams.

The role is essential to the smooth running of the examination process. In addition to ensuring correct exam procedures are followed in line with JCQ guidelines, the successful applicant will be responsible for the setting out and collecting of exam papers and materials, admitting students to the exam hall/room, invigilating exams and collating papers to be sent off to the Exam Board.

No experience is needed as full training will be given but experience of working with young people will of course be an advantage. The main examination period is during May and June and **you must be available to cover at least 4 exams a week during the summer series**. There will be other in-house examinations requiring invigilators at various points in the year.

King's Academy Easthampstead Park combines traditional values with a dynamic education to prepare every child for the modern world. Through a broad, research-backed curriculum and strong personal development, we nurture unique individuals, building the confidence, knowledge, and self esteem they need to reach their full potential.

Following our last OFSTED inspection in February 2026, the inspection team noted that "pupils are happy at this welcoming school" and that "staff know pupils well and understand their individual needs." The report captured our inclusive environment, observing that "pupils feel safe in school," that "in lessons and around the school, pupils behave well," and that "pupils embrace one another's differences and understand why equality matters." Crucially, inspectors highlighted that "leaders have high aspirations and expectations of pupils."

We are a restless school, always seeking to improve, and aspire to provide the very best possible quality of education for all of our students. This is driven by a core belief that all of our students deserve nothing but the best possible teaching and support in order to be happy, healthy and successful.

Applications will be considered upon receipt so you are warmly encouraged to apply at the earliest possible opportunity.

Closing date for applications: 9am on Monday 9 November 2026

To apply, please complete the application form on [Mynewterm](https://www.kgaeasthampstead.uk/staff-vacancies/), or via the staff vacancies page on <https://www.kgaeasthampstead.uk/staff-vacancies/> or contact Rhona Franco, Personnel Officer, at recruitment@kgaeasthampstead.uk or telephone 01344 390826.

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Our recruitment has safeguarding at the heart of the process. We are committed to the safeguarding and promoting the welfare of children and young people and we expect all colleagues to share this commitment. Appropriate checks will be undertaken including an enhanced Disclosure and Barring Service (DBS) check.

We reserve the right to carry out an online search as part of our due diligence obligations on shortlisted candidates and candidates will be provided the opportunity to address any issues or concerns that may come up during the search at interview.