

Westfield Road, Yeovil, Somerset, BA21 3DB
11-16 Academy, NOR 1020

EXAM INVIGILATORS

Grade 14 point 6, £13.92 per hour

We are looking for two responsible adults to invigilate, read and scribe for candidates in both internal and external examinations throughout the school this year.

Applicants should be willing to work with students one on one, in small groups and in the larger examination hall. The main examination season runs from May - June with invigilator availability also required during October and January for Mock exams. Sessions are up to three hours and usually take place between the hours of 8:30am and 4:00pm. Applicants will need to be able to offer some flexibility in working around the exams and have significant availability between May and June. This is a casual position and hours offered will be dependent upon your availability and our examination requirements.

Applications are welcome from people with experience, but training will be provided.

Westfield Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Appointment to this post is subject to an enhanced Disclosure and Barring Service check, including the barred list, as well as other pre-appointment checks such as online searches as outlined in Keeping Children Safe in Education (September 2026).

For further details please visit our website, www.westfieldacademy.co.uk or contact our HR and Student Data Officer, Mrs Rhiannon Briggs via email: rhiannon.briggs@westfieldacademy.co.uk.

Please complete the Support staff Application Form, and email this to rhiannon.briggs@westfieldacademy.co.uk.

The deadline for applications is Wednesday 14th October 2026 at 09:00am.

Interviews will take place week commencing 19th October 2026.

Shortlisted candidates will be contacted by 5:00pm on Thursday 15th October 2026.