



**The Warriner School**  
A member of Warriner Multi Academy Trust  
11-18: 1500 on roll  
Bloxham, Oxon OX15 4LJ  
Telephone: (01295) 720777



E-mail: [recruitment.4007@warriner.oxon.sch.uk](mailto:recruitment.4007@warriner.oxon.sch.uk)

Executive Headteacher: Dr Annabel Kay

Head of School: Mrs Sharon Nicholls

### **Finance Assistant for School Trips and Lettings**

**4<sup>th</sup> September 2024**

Ofsted Report October 2023: **“Because teachers really care about us, we really care about them,”** What our students said about us.

Do you want to work in a vibrant, rural 11-18 school, which is in the heart of the Oxfordshire countryside, on the edge of the thriving market town of Banbury? The Warriner School has an excellent academic reputation, both locally and more widely, and we are very proud to be an integral part of the community that we serve. Staff have high expectations for all students and work enthusiastically to continue raising attainment and achievement.

The Warriner School is a popular choice for families in the local area due to the inclusive ethos of the school and the many opportunities that the school offers. The role of Finance Assistant for Trips and Lettings plays an important role in supporting the Trust schools. The main location of the role will be based at The Warriner School and there will be a requirement to support schools within the Trust as required.

As a consistently oversubscribed, expanding school we are seeking to appoint a well-qualified, enthusiastic and dedicated Finance Assistant, to join our thriving and successful team. This will be a permanent post to work 37hrs per week, Mon-Fri Term Time only. The salary for this post is Grade 8 Points 18-23 £29,269 Pro Rata, Actual salary £24,743

#### **What we are looking for someone who has:**

- Motivation and a true passion for all children to achieve their potential
- High expectations of themselves and the young people
- Initiative, dedication, and energy
- Excellent communication, literacy and numeracy skills
- A commitment to team working and understands the importance of strong working relationships

#### **What we offer:**

- A school with a clear moral purpose and drive for ‘excellence for all our students’
- Excellent opportunities for career progression and development opportunities
- A clear staff well-being strategy and commitment to its core values

#### **Application Procedure**

If you would like to discuss the role or find out more, please contact Nichola Gardner on 01295 720777 . A job description and application form is available from our website: [Vacancies - Warriner Multi-Academy Trust \(warrinermultiacademytrust.co.uk\)](https://warrinermultiacademytrust.co.uk) or via email [recruitment.4007@warriner.oxon.sch.uk](mailto:recruitment.4007@warriner.oxon.sch.uk)

*Please note we can only accept CVs as supporting documentation when submitted along with a fully completed school application form.*

Closing date: 24<sup>th</sup> May 2024 at **1pm**

Interview to be held: Tuesday 20<sup>th</sup> June 2024

*All schools within the Warriner Multi Academy Trust are committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to share and demonstrate this commitment. The successful candidate will have to meet the requirements of the person specification and will be subject to pre-employment checks including an enhanced DBS check and satisfactory references. Please be aware that, we may carry out an online search, on shortlisted candidates only, in line with Keeping Children Safe in Education in order to identify any incidents or concerns which are publicly available online. The Warriner Multi Academy Trust is an equal opportunities employer. It is an offence to apply for certain roles within schools if you are barred from engaging in regulated activity relevant to children. This post is exempt from the Rehabilitation of Offenders Act (1974).*