

Applicant Information Pack



ST. MARK'S CE SCHOOL
ONE SCHOOL - SERVING ALL - THROUGH EXCELLENCE

Executive Headteacher Message

Welcome to St Mark's Church of England School. I am privileged to be the Executive Headteacher of the first all-through school in Southampton. St Mark's is truly a wonderful school filled with polite, well-mannered students and excellent staff.

I have been the Headteacher at St Mark's since 2014, and have led the development of the school to 'Good' in all categories, whilst building a brand new school and growing as an all - through!

This has only been achieved because of the fantastic whole school team I have built around me. I truly believe that a happy team makes a happy school and that everyone who works at St Mark's is valued.

Our school is a great place to work. We focus on centralised policies and routines and try to remove as many barriers as we can so that people can get on with their jobs. Professional development through training and coaching is central to our offer for all staff, as no matter what stage you are in, on your professional journey, we just want you to grow as an individual.

"Staff love working at this school. They are a strong team, and feel well supported by leaders regarding their well-being and workload." - Ofsted Nov 2022.

What makes us a team is our focus on high expectations for all students and each other. We push each other to be the best we can be whilst being supportive and mindful of workload. Senior leaders have an open door policy, we listen to our staff and always strive to make adaptations to make things better for individuals, teams or the whole school.

St Mark's will continue to grow over the next 4 years. Opportunities for growth and career development for staff will be available. So if you strive for excellence in your career, like working in a team and value others wellbeing as much as your own, then please do get in touch.

Mrs Stephanie Bryant



Executive Headteacher



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Our Values & Vision

St Mark's C of E School is to be a place where students acquire the knowledge and skills to become confident, resilient, lifelong learners who can contribute to the world they live in.

Through our core Christian values of love, service and belonging students will be supported by the whole community, to achieve excellence.

Mission:

One School

St Mark's CE All Through School will be one whole school community. We will create a sense of belonging for all who enter our school. Our school will be a safe place for those who learn and work here. Relationships between staff and students and high expectations of behaviour and conduct will be the key to the success of our school. Our ethos of nurture, high standards and expectations will be modelled through the school by excellent staff. Taught in age appropriate year groups, students will be given the opportunity to benefit from shared facilities and interaction with each other. Primary aged students will have the opportunity to have access to facilities which are not normally available in primary schools. Younger students will have older students as mentors and role models to enhance their school experience. Secondary phase students will have opportunities to develop skills in leadership and mentoring of younger students.

Serving All

St Mark's C of E School will be an inclusive school, which will serve the community of Southampton. As a Church of England School, our values are underpinned by the teachings and example of Jesus. Jesus teaches us to 'love your neighbour as you love yourself'. We will put our students at the centre of our School by supporting them all irrespective of background, nationality, religion, gender or educational need to achieve high standards of education and behaviour. We will serve the students' families, working in partnership, supporting and encouraging them to work with us for the benefit of the students.

As a Church of England School we will expect our students to understand the purpose of serving others, through both our daily actions and through more sustained work helping those locally, nationally and internationally. Leaders of the school will create a culture where every member of the School community can thrive and flourish.

Through Excellence

At St Mark's C of E School we will expect excellence from everyone. This means that leaders will seek to find the most appropriate innovative practice from national and international sources. Leaders will expect the best from the staff and students across the school, and support them to achieve. All staff, in partnership with parents and the wider community, will be expected to give their best at all times to ensure excellent future outcomes for students. Our students will make excellent progress from the moment they arrive at our school. Everyone in the School community will respect and honour one another in the way they look, speak and act. We will teach students at St Mark's our high expectations and work with students and families who need additional support with this.



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Lunchtime Supervisory Assistant

Lunchtime Supervisory Assistant

Grade 3 – FTE £24,975 - £25,185 per annum, actual £4,320 - £4,388

7.5 hours per week, Monday to Friday - 11:45 - 13:15, term-time only, permanent

Required as soon as possible

St Mark's CE School is one whole school community, where we create a sense of belonging for all who enter our school. Our ethos of nurture and high standards and expectations will be modelled through the school by excellent staff.

We are looking for an enthusiastic and reliable Lunchtime Supervisor to join our Primary Phase. The successful candidate will help ensure that our pupils have a safe, happy, and positive experience during the lunchtime period.

You will confidently supervise pupils in the dining hall and playground, promote positive behaviour, and work calmly and effectively as part of a team, with a clear understanding of the importance of safeguarding.

For more information and to apply, please visit

<https://www.stmarksschool.co.uk/vacancies.html> and fill in our 'Support Staff' application form. Completed applications should be then emailed to: recruitment@st-marks-southampton.org.uk

Closing date: 11:55pm on Monday 4th May 2026

We reserve the right to call candidates for interview and appoint to the role before the closing date.

Unfortunately we do not have the ability to support sponsorship.

St Mark's Church of England School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

This role requires an enhanced DBS.



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Lunchtime Supervisory Assistant

Reports to: Assistant Primary Headteacher

Purpose of the Role

To support the safety, wellbeing, and positive behaviour of pupils during the lunchtime period, ensuring a calm, enjoyable, and secure environment.

Key Responsibilities:

- Supervise pupils during the lunchtime period in the dining hall, playground, and other designated areas
- Ensure the safety, wellbeing, and positive behaviour of all pupils
- Act as a First Aider
- Promote good manners, positive play, and healthy eating habits
- Support children as needed during meals and playtime
- To assist with ancillary duties such as clearing up spillages and ensuring that tables are clean and clear
- Organising games for pupils to play where appropriate
- Deal calmly with minor incidents and report concerns to senior staff
- Follow school policies, including safeguarding and behaviour procedures

Person Specification

Description	Essential	Desirable
Demonstrates enthusiasm, commitment and a positive outlook	X	
Strong communication skills with children and staff	X	
Reliable and punctual	X	
Works well as part of a team	X	
Understands the importance of safeguarding	X	
Ability to be consistent, fair and able to implement the school's Behaviour for Learning Policy effectively.	X	
Ability to able to lead lunchtime activities that engage children in purposeful play.	X	
Commitment to nurturing the Christian ethos of the school	X	



How to apply

We will review applications as and when they are received.

To apply please visit our website:

<https://www.stmarksschool.co.uk/community/vacancies-at-st-marks/>

Please complete the 'support staff' Application form, when completed please email to: recruitment@st-marks-southampton.org.uk

If you need any more information on the role please email:
recruitment@st-marks-southampton.org.uk

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