



Seven Kings School

Friendship Excellence Opportunity

Sixth Form PA & Independent Study Supervisor

LBR 6 Spinal point 18 - 20

Starting from September 2026 onwards

Dear Colleague,

Thank you for your interest in the post of **Sixth Form PA & Independent Study Supervisor**.

Seven Kings School

Seven Kings School is an all-through comprehensive school in the London Borough of Redbridge. The Seven Kings Learning Partnership is a thriving partnership of 24 schools providing exciting opportunities for staff development which is at the heart of our continuing success. We support schools in raising standards and we are committed to educational innovation.

The secondary school is a successful 11-18 mixed, multi-cultural comprehensive school with a strong local and national reputation. We provide a high quality education to local children, regardless of their ability. There are approximately 1400 students on roll, 500 of these in our dynamic Sixth Form which brings together outstanding learners from across East London (50% of our Sixth Form) to join our own students and is an exciting place to study. The school is the most oversubscribed in England and enjoys strong support from parents and governors. We are a 'harmonious school' with an excellent learning environment

Outcomes are consistently high in all phases and were once again excellent in 2025, placing us as one of the best state schools in the country. We are the most oversubscribed state school in the country. We were recently reaccredited World Class School status and are one of the Mayor of London's Schools for Success.

2023: GCSE 77.1% Grade 5+ English and Maths, 88.3% Grade 4+ English and Maths, with a P8 score of +0.98 and A-level 21% A* - A, 51% A* - B, 77% A* - C.

2024: GCSE 83% Grade 5+ English and Maths, 90.9% Grade 4+ English and maths, with a P8 Score of +1.12 and A Level 21% A* - A, 54% A* - B, 79% A* - C.

2025: GCSE 70.5% Grade 5+ English and Maths, 86.9% Grade 4+ English and Maths and A-level 31% A* - A, 62% A* - B, 85% A* - C and an average grade of B-.

In our last OFSTED inspection in April 2025, we were judged to continue to be Outstanding. It reports on the 'exceptional education' that students receive and how 'behaviour is exceptional...the focus

on both academic rigour and personal development ensures pupils excel and are well prepared to contribute positively to wider society' It is a joyous read; this is a school where students want to learn and relationships are excellent. We are proud to run a successful provision which integrates students with physical disabilities into mainstream education.

Seven Kings is a vibrant and fulfilling place to work with excellent opportunities for personal and professional development. We are proud of our induction and support programmes for all teaching staff and our high quality continuing professional development opportunities. Staff retention rates are high. The school is regularly involved in local and national initiatives, all of which offer opportunities to our staff to enhance their professional development and develop their career at whatever stage.

What we are looking for

We are looking for a confident, experienced candidate who understands that their role is pivotal in enabling us as a school to continue offering our young people the very best education by setting and maintaining the highest standards. The Sixth Form PA and Independent Study Supervisor will be central to creating a positive and professional experience for students, staff, and visitors. As a key first point of contact, they will build strong relationships, provide outstanding administrative and organisational support, and ensure the smooth day-to-day running of the Sixth Form and independent study provision.

The successful candidate will combine a supportive and approachable manner with a strong commitment to consistency, fairness, and attention to detail. They will uphold the school's policies and procedures, including safeguarding requirements, communicate effectively with staff and students, and identify when action is needed to maintain high standards and promote student wellbeing and success.

We are looking for a candidate who is eager to immerse themselves in this role and we welcome applications which will ensure we are continuing to diversify our staff and leadership, we are committed to equal opportunities. The right candidate can make something of this role and help lead the school further in its development and we are excited by this prospect.

We hope that you will decide to pursue your application and that you will consider a future with us at Seven Kings.

We look forward to hearing from you.

Ms Jane Waters
Executive Head teacher