



November 2020

Exam Invigilators

Thank you for expressing an interest in becoming an Exam Invigilator at Northampton School *for Boys*.

Please find enclosed a Job Description which outlines the requirements of the role. Employment as an invigilator is on a Casual Worker Contract basis. This means you are paid for the exact hours that you work. The current rate of pay is £8.72 per hour (gross) however you will also receive payment in respect of your accrued entitlement to annual leave rolled up in your salary. You will therefore be paid at the rate of £9.77 per hour inclusive of this annual leave payment.

All invigilators will be required to undergo an Enhanced Disclosure and Barring Service (DBS) check. Paid training is given to all Invigilators so that they can work during the Public examination series in the summer.

If you wish to proceed with your application to join our invigilator team, then please complete and return the enclosed two-part support staff application form to the Head's Office.

If you need any further details please contact hr@nsb.northants.sch.uk.

Yours faithfully

Mrs Helen Topping Shaw
Assistant Headteacher

Headmaster Mr R Bernard MA

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