

JOB DESCRIPTION

Job Title:	Attendance Ambassador
Responsible to:	Mrs Sue Elliott (SEL)
Role:	You will be responsible for promoting the importance of attendance across the whole school and supporting other pupils who struggle with attending school.
Personal Skills / Qualities:	Communication, oracy and presenting skills are desirable. Having good attendance, being empathetic, resilient and an innovator is essential.
Applications:	You will need to complete the attached application form and return it to Mrs Elliott by the 30 th September. Successful applicants will be invited for an interview with Mrs Elliott.
Positions available:	Open to all pupils in years 7-11.

Responsibilities / Duties

- Promote attendance across the school community.
 - When required support with delivering whole school assemblies related to attendance.
 - Act as an 'Attendance Buddy' to support your peers struggling with attendance.
 - Learn how identify and signpost attendance issues to members of staff.
 - Learn how to support others struggling with attendance.
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Salary

- 40 'Aspiration' ePraise points per half term.

Attendance Ambassador Pupil Agreement:

I have read the job description for the role and I agree to carry out the duties to the best of my ability. I understand that if I do not carry out the duties asked of me, or my conduct in and/or around school is poor, I forfeit the right to this role.

Sign:

Print Name:

Date:

