



The
Henrietta Barnett
School
FOUNDED IN 1911

Selective Grammar School for approx. 800 girls aged 11 – 18

A warm, friendly, happy community

Exam Invigilators

REQUIRED FROM APRIL 2026

AD-HOC, TERM TIME ONLY

HOURLY RATE £12.68

The examinations predominately take place at key points during the year, the main months are January, February, April, May and June with annual paid training session taking place in April. You must be able to offer flexibility within these key months.
Hours by negotiation.

The Henrietta Barnett School is looking for committed and reliable individuals to join an exceptional team in this highly successful selective girls' school.

Working under the guidance of the Examinations Officer, you will be responsible for supervising students during exams, ensuring all exams are conducted fairly, in compliance with JCQ regulations, and in a calm and controlled environment. No previous invigilation experience is required, as full training will be provided. This is an excellent opportunity to join a professional team and make a vital contribution to students' exam experiences.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment. Applicants will undergo enhanced DBS checks. The Henrietta Barnett School values the diversity of our staff and students, and all of our staff are equally valued and respected.

For further information and an application form, please see the School's website or contact the Head's PA on recruitment@hbschool.org.uk. Applications must be submitted on the application form and be accompanied by a letter detailing reasons for applying for the post and suitability for it.

Closing date for applications: Monday, 8th December 2025 by 5:00pm

Please note that applications will be considered as they arrive

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