



Vanguard Learning Trust

Support staff vacancies at Vanguard Learning Trust 23rd October 2026

This document lists the current vacancies at Vanguard Learning Trust sites, their closing dates and where further information can be found for prospective applicants. Applications are welcome from employees and the wider community who fulfil the personal specifications. Please note that only applications made through My New Term (check vacancy listings for details) will be considered. CVs will not be accepted.

Support staff

Vanguard Learning Trust site	Role	Timings	Salary	Closing date
Vyners School <i>Link to vacancy details:</i> click here	School Administrator	Start date: As soon as possible Permanent. Part-Time. 15 hours per week, 38.6 weeks per year. 2 days per week, term-time only (Thursday and Friday) 8.00am – 4.15pm (3.45pm on Friday)	Starting salary: NJC scale 3, point 5 (actual salary £10,772 per annum, FTE: £30,408 per annum) rising annually to NJC scale 3, point 6 (actual salary £10,926 per annum, FTE: £30,843 per annum)	Monday 9th November 2026, 9:00am
Ruislip High School <i>Link to vacancy details:</i> click here	Cover Supervisor	Start date: As soon as possible Permanent. Part-Time/Full-Time 36 hours per week, term-time only plus INSET days 7:45am to 3:30pm Monday to Thursday (3:15pm on Friday)	Starting salary: NJC scale 4, point 7 (actual salary £26,879.07 per annum, FTE: £31,290 per annum) rising annually to NJC scale 4, point 11 (actual salary £28,458.83 per annum, FTE: £33,129 per annum)	Tuesday 10th November 2026, 10:00am