



The  
Chalfonts  
Community  
College

*"Success is  
an Attitude"*

Principal: Russell Denial

## "The Chalfonts Community College is a Good and Improving School." Ofsted June 2017

Join an outstanding hard-working team totally committed to an innovative, caring and aspirational learning community for all!

### **ATTENDANCE ASSISTANT**

Required for September 2019 (or sooner)

Part time (Term time only – 39 weeks per year)  
25 hours per week (8.30am —1.30pm)  
£11.00 hourly rate, 3 month contract in the first instance

We are looking for someone who would enjoy inputting attendance data and communicating with parents and students about attendance. You will work with our Attendance Officer in our Pastoral Team. You will need to have a good education and enjoy working with young people. Training will be given. Computer skills are essential.

All enquires please contact - Mrs Emma Beck, The Chalfonts Community College,  
Narcot Lane, Chalfont St Peter, Bucks SL9 8TP

Tel: 01753 882032 e-mail: [emmabeck@chalfonts.org](mailto:emmabeck@chalfonts.org)

The College is committed to safeguarding and promoting the welfare of Children and expects all staff to share this commitment. A criminal record check via the DBS will be undertaken for the successful applicant.

**Closing date: Friday 13<sup>th</sup> September**

**Interviews: Upon Application**



**Please visit our website at [www.chalfonts.org](http://www.chalfonts.org)  
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