

Raynes Park High School

Bushey Road

London SW20 0JL

Tel: 020 8946 4112

Website: www.raynespark.merton.sch.uk

11-19 Mixed Comprehensive

Exam Invigilators

Pay Scale: £14.80 per hour

Start Date: As soon as possible

We are looking to recruit additional exam invigilators for our forthcoming exam periods. Working hours are typically from 8.00am until 12.30pm for morning sessions and 12.30pm until 4.00pm for afternoon sessions. Our invigilators often work whole day sessions if required and flexibility is crucial for the effective invigilation of exams. These appointments are offered on a casual basis depending upon the examination timetables of the school.

This role is essential to the smooth running of the examination process. In addition to ensuring correct exam procedures are followed, the successful applicant will be responsible for the setting out and collecting of exam papers and materials, admitting students to the exam hall/room, invigilating during the exams and collating the exam papers to be sent off to the exam boards.

Raynes Park High School is a vibrant, student-focussed 11 – 19 secondary school rated “Good” by Ofsted in November 2024. We foster a strong community and have great pride in our students and their achievements. Whilst the students are at the centre of everything we do, we recognise and value our dedicated and committed staff. We are actively seeking ways to enable our staff to achieve a balance between the exacting demands of their profession and their lives outside work. Above all we aim to ensure that every student is inspired to learn and achieves the best they can as a result of exceptional teaching and learning.

For further information and details of how to apply, please visit our website www.raynespark.merton.sch.uk. Please telephone the school on 020 8946 4112 or email us at humanresources@raynespark.merton.sch.uk for questions regarding the post or to apply.

Closing date: Monday 27th April 2026 at 9.00am

Interview date: To be confirmed

We reserve the right to interview strong candidates prior to the closing date so we encourage you to submit your application early. Please note that we do not accept CVs.

Raynes Park High School is committed to safeguarding and promoting the welfare of students and expects all staff and volunteers to share this commitment. Appointment to this post will be subject to an Enhanced Disclosure via the Disclosure and Barring Scheme, confirmation of qualifications, experience, online checks and satisfactory references.

A copy of our Job Applicant Privacy Notice can be found on our school website on our vacancies page.