



Vanguard Learning Trust

Support staff vacancies at Vanguard Learning Trust 12th September 2025

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 fulfill the personal specifications. Please note, only applications made using a VLT application form (found with each job listing on the respective website) will be considered; CVs will not be accepted.

Support staff

Vanguard Learning Trust site	Role	Timings	Salary	Closing date
Vyners School <i>Link to Vyners School vacancies page: click here</i>	School Administrator, Admissions & Data Support	Start date: As soon as possible. Permanent. Full-time. Term time only plus 5 INSET days. 36 hours per week, 39.6 weeks per year. Monday - Friday. 8.00am - 3.45pm (3.30pm on Friday)	Starting salary: NJC Scale 3, scale point 5. £25,562 per annum. Rising annually to NJC Scale 3, scale point 6. £25,927 per annum. (FTE £29,436 - £29,856 per annum).	Monday 15th September 2025, 9:00am
Vyners School <i>Link to Vyners School vacancies page: click here</i>	Attendance Officer	Start date: As soon as possible. Permanent. Full-time. Term time only plus 5 INSET days. 32.5 hours per week, 38.6 weeks per	Starting salary: NJC Scale 4 scale point 7. £23,145 per annum. Rising annually to NJC Scale 4, scale point 11. £24,507 per annum.	Monday 15th September 2025, 9:00am

Vanguard Learning Trust site	Role	Timings	Salary	Closing date
		year. Monday - Friday. 8.00am - 3.45pm (3.30pm on Friday)	(FTE £30,288 - £32,070 per annum).	
Field End Junior School <i>Link to Field End Junior School vacancies page:</i> click here	Premises assistant	Start date: As soon as possible. Permanent. Full-time. 36 hours per week, 52 weeks per year. Monday - Friday. 10.00am - 6.00pm.	Starting salary: NJC Scale 3 scale point 5. £29,436 per annum. Rising annually to NJC Scale 3, scale point 6. £29,856 per annum.	Friday 19th September 2025, 10:00am