

## SCHOOL VACANCY

### SCHOOL CARETAKER

**BEMBRIDGE CE PRIMARY SCHOOL, Walls Road, Bembridge PO35 5RH,**

**Tel: 01983 872668**

**Email: s.reading@bembridgeceprimary.co.uk, Website: www.bembridgeceprimary.co.uk**

**Headteacher: Sandra Grocock**

**Salary: Scale Support Staff Hay Grade 4**

**£19,312 to £19,698 per annum pro rata**

**£9,515 to £9,705 per annum actual salary + OT**

**Hours: 20 per week, term time only + 2 weeks**

Bembridge CE Primary is a happy, welcoming school in the heart of the community. Rated as Outstanding by OFSTED, we are seeking to appoint a School caretaker from September 2021, with some paid overlap, if possible, prior to a start date.

The successful candidate will be responsible for minor maintenance, security and facilities management services on the school site and to ensure a clean and hygienic school interior. Key roles will include opening up the school each morning, completing health and safety checks prior to the arrival of pupils and to return in the afternoon to supervise cleaners and to lock up the school. 2 hours in the morning and 2 hours in the afternoon (4pm to 6pm). The successful candidate will be required to:

- undertake security checks and identify security risks
- undertake health and safety checks
- provide emergency access to the school if required
- identify & report defects and recording of repairs and maintenance needs.
- Undertake simple maintenance/repair works

All applications will need to be returned to the School Business Manager using the e-mail address above.

References will be requested prior to interviews.

*This council and its schools recruit according to the council's Safer Recruitment policy and are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share in this commitment.*

*This School is an equal opportunities employer and welcomes applications from all sections of the community.*

Closing date for applications: Noon Wednesday 23<sup>rd</sup> June 2021

Interviews: Week beginning 28th June 2021