

Newbridge School – Lower (Gresham Drive)

Caretaker (Non-Resident)

Split Shift or different hours could be considered for the right candidate

36 hours per week (6.00am to 2.00pm)

52.14 weeks per year

**Scale OUTL4, points 7-10 (£27,855 - £29,139 Pay Award Pending)
(Letting opportunities available, after working hours, during weekends)**

Required as soon as possible

We are seeking to appoint an enthusiastic, professional and highly motivated Caretaker to provide outstanding safe and secure facilities to the students, staff, parents and carers at Astrum Multi Academy Trust, Newbridge Lower School. The role is an integral part of the school, keeping the grounds clean, safe and secure. Experience in delivering an excellent service, a warm demeanor, exceptional communication skills, an eye for detail and the ability to use initiative in a fast-paced environment is essential.

Newbridge School is a three times outstanding, mixed, forward thinking, highly specialised day school for children and young people who have severe and profound learning difficulties with a range of special educational needs including: Physical disabilities/ Sensory impairments/Autistic spectrum disorders/ associated behaviour/Complex medical needs.

Duties will include:

- Carrying out security procedures for school buildings and grounds, including opening and closing of the premises.
- Regular checking the proper operation and function of fire and security equipment ensuring emergency exits are not obstructed.
- General maintenance duties around the school and its grounds, including cleaning and repair work.
- Regular monitoring in relation to the daily health and safety checks around the school's premises.
- Supervision of a small team of cleaners.
- Opportunities for additional income related to lettings of the school.

For an informal discussion about this post please contact Dean Holden on 07931 503795.

For more information and an application form please go to [Join Us](#) . Completed application forms should be returned to the HR Department at Astrum Multi Academy Trust, 161 Gresham Drive, Romford, Essex, RM5 4TR or emailed to recruitment@astrum-mat.org.

Closing Date: 18th November 2024, 10am

Interviews to be carried out: W/C 25th November 2024

**The school is strongly committed to Safeguarding and Promoting the Welfare of Children and Young People.
The successful applicant shall be required to undertake an enhanced DBS disclosure and other safer recruitment checks**