

Candidate Information Pack:

Caretaker
Birley Spa Primary
Academy



Role: Caretaker

Salary: £23,500-£25,545

Location: Birley Spa Primary Academy

Contract Type: Full time (37 hours per week) worked mainly as split shifts to open and lock school

Contract Term: Permanent

Closing Date: Friday 16th February 2024

An exciting opportunity has arisen for a Caretaker to join our team!

We are looking for an enthusiastic Caretaker to be responsible for managing all site related issues including maintenance, repair and improvements in relation to the buildings (interior and exterior, furniture, fittings and the school grounds).

The Caretaker will:

- Contribute to ongoing improvements throughout the site
- Deal with all site related issues including maintenance, repair and improvements in relation to the buildings (interior and exterior, furniture, fittings and the school grounds)
- Providing a service to the site including security, lighting, heating, maintenance and operation of the building.
- Oversee building works in partnerships with Trust staff

The Caretaker will work in collaboration with the Trust Facilities and Estates Manager understanding compliances and managing change requests on behalf of the school.

It is expected that the successful candidate will have proven experience of operational management, exceptional organisational, communication and management skills, the ability to work as part of a team and be diplomatic, pro-active, self-reliant, self-motivated and able to work with minimum supervision.

L.E.A.D. Academy Trust is committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment. This post is subject to an enhanced DBS check.

We are looking for someone who will:

- Can build positive relationships with children, staff and all members of the community;
- is dynamic and forward thinking;
- has the skills to work collaboratively both within school and with colleagues within other L.E.A.D. Academies;
- is willing to embrace or bring new ideas to the Academy;
- work with the children and staff to suggest and implement improvements to the site

In return, the successful candidate will:

- work in an Academy with high aspirations for all of its children and staff;
- have access to the L.E.A.D. Academy Trust's high quality training programmes;

- be part of a dynamic and forward thinking team of professionals;
- the opportunity to play a pivotal role within our team on our continued journey of improvement.

Application Forms:

If you would like an application form or would like to arrange a visit, please contact Leanne Moore via email on leannemoore@birleyprimaryacademy.co.uk

We are committed to safeguarding and promoting the welfare and safety of children and vulnerable adults and expect all staff to share this commitment. All successful candidates will be required to complete an Enhanced Disclosure and Barring Service Check.



We welcome applicants from diverse backgrounds and promote accessibility and inclusivity for all. L.E.A.D. Academy Trust is committed to the recruitment and promotion of all on the basis of ability and suitability for the role irrespective of disability, race, gender, health, social class, sexual preference, marital status, nationality, religion, employment status or age. The Trust is committed to treating your application fairly on these grounds.



L.E.A.D. Academy Trust

L.E.A.D. Academy Trust comprises of twenty five academies across Nottingham, Leicester, Derby, Lincoln and Sheffield. Our philosophy is to; lead, empower, achieve and drive.

At the heart of our Trust is the development of outstanding leaders. We empower individuals in our schools to provide the highest quality education, enabling every pupil to realise their full potential. We have also been recognised by Ofsted as a leading academy sponsor, securing rapid and sustainable improvement through the research and application of best practice across operational areas.

The combination of autonomy and collaboration across key areas of leadership and management underpinned by shared vision, values and best practice positions L.E.A.D. as a truly unique Academy Trust.

To view our 'L.E.A.D. Family Brochure' please visit:

www.leadacademytrust.co.uk

To see the wonderful achievements, proud moments and diverse events happening across our Trust please follow our twitter account:

@LEADAcadTrust



Our Leaders

One of the core priorities for the L.E.A.D. Academy Trust is the development of outstanding school leaders. We are dedicated to providing an organisation which will:

- develop inspirational school leaders for the future through high quality recruitment, professional development and coaching;
- invest in joint training, peer coaching, sharing good practice and professional dialogue in a climate of trust;
- continually improve, exploring new ways of working, alternative curriculums and innovation;
- strategically plan to produce the next generation of high quality school leaders.

The L.E.A.D. Teaching School Alliance

The L.E.A.D. Teaching School Alliance is a dynamic, cross-phase collaboration of schools committed to harnessing, nurturing and sharing the specific skills and attributes required to teach and lead in areas with diverse pupil populations. Everything we do in our schools is about providing children with an outstanding, broad and balanced education.

Our innovative Initial Teaching Training (ITT) route aims to increase the number of quality teachers in our schools. In addition, we offer a range of high quality Continuing Professional Development (CPD) for staff at all levels and tailored school-to-school support. We are keen to nurture and grow staff across our alliance and offer a range of opportunities to develop the leaders of tomorrow. By working in partnership with The University of Nottingham and other regional Universities, we are also creating a research culture within our alliance that will impact positively on teaching, learning and the achievement of young people.





Our Support

We provide a range of high quality, professional services to schools in nine core areas:

Financial Management

Project Management

Procurement

ICT Management

Human Resources

Leadership Development

Legal Support

Governor Support

Education





How to Apply

Please send a completed application form and covering letter, with a supporting CV if you wish to:
Leanne Moore, Regional Business Manager (leannemoore@birleyprimaryacademy.co.uk)

Closing Date: Friday 16th February 2024

Applications will be reviewed upon receipt therefore shortlisted candidates may be contacted in advance of the closing date.

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L.E.A.D. Academy Trust
Lead • Empower • Achieve • Drive

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