

Establishment Name	Franch Community Primary School
Post	Teaching Assistant
Contract Type	Permanent
Term of Contract (if not permanent)	N/A
Hours	Full Time, 40 hours per week, All Year
Salary Scale	Scale 4,
Salary Range (for Heads, Deputy/Assistant Heads)	£20,399.99
Other Allowances (e.g. TLR, SEN)	NA
NQTs can apply? (Teaching only)	NA
Subject (Teaching only)	NA
Vacancy Details	<p>Franch Community Primary is a successful school committed to providing the highest standards of educational opportunities for every one of its pupils. The Governing Body are seeking to appoint 1 x full time conscientious and experienced Caretaker with high expectations to ensure we maintain the highest standards in respect of our school buildings and grounds.</p> <p>Our site has extensive &amp; pleasant grounds including 2 large play grounds, large field adjoining both playgrounds, early years outdoor classrooms, forest school, boundary garden areas as well as a Swimming Pool. The School site is split 2 buildings, 30 classrooms, 2 school halls. This is an excellent opportunity for someone to work in a full service community school, 52 weeks of the year, where the work they undertake is not only recognised by those within the School but by the Community who use our childcare, the onsite Children's Centre and attend the various evening and weekend lettings/events held at our School.</p> <p>The successful candidate will be responsible for prioritising their own work and the ability to supervise and oversee the work of others namely the cleaners, in the absence of the Site Manager.</p> <p>The key requirements of this role is detailed below, however a full job description is available;</p> <ul style="list-style-type: none"> <li>• Opening/closing &amp; securing of the site each school day and at other times as required.</li> <li>• Cleaning duties as well as supervising the work of other cleaners.</li> <li>• Supervision of external contractors when on School site</li> <li>• Pool management – (full training provided)</li> <li>• Ensuring the health &amp; safety of pupils &amp; staff in relation to the accommodation and grounds.</li> <li>• Weekly mandatory checks; fire &amp; water quality systems</li> <li>• Stock ordering, control &amp; record keeping</li> </ul>

	<ul style="list-style-type: none"> <li>• Handyman jobs &amp; repairs to the building/furniture/equipment and general maintenance</li> <li>• Routine Maintenance and some decorating/painting</li> <li>• Maintenance of School grounds when require.</li> </ul> <p>The people appointed will need to be;</p> <ul style="list-style-type: none"> <li>• Active &amp; pro-active</li> <li>• Enthusiastic &amp; motivated</li> <li>• Able to form excellent working relationships</li> <li>• Able to work to high standards</li> <li>• Flexible in approach and in respect of hours worked</li> <li>• Adaptable</li> <li>• Able to work on their own initiative</li> <li>• Trustworthy, Honest</li> </ul> <p>The working pattern will need to meet the operational needs of the School and its extended services; both during term time and holiday periods. Shifts will be predominantly afternoons and evenings and will involve evening lettings. This post is annual therefore candidates will be required to work during the school holidays.</p> <p>The successful candidate will be offered a permanent position; subject to two satisfactory references, a satisfactory probationary period and enhanced DBS clearance. Our School is committed to safeguarding and promoting the welfare of children and young people.</p> <p>Please complete Worcestershire County Council Application Form and submit to Mrs A Bill, School Business Manager, Franche Community Primary School, Chestnut Grove, Kidderminster, Worcs, DY11 5QB or via e-mail to:  <a href="mailto:office@francheprimary.worcs.sch.uk">office@francheprimary.worcs.sch.uk</a></p> <p>PREVIOUS applicants need not apply.</p>
Job Start Date	ASAP
Advert Closing Date	25 <sup>th</sup> March 2019
Interview Date	
Number of posts available	1