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**Drake Primary Academy, Reach South Academy Trust is seeking to**

**appoint an exceptional Caretaker to join the School as soon as possible**

**Post:** Caretaker

**Location:** 1 Johnston Terrace Ope, Plymouth, PL2 2EN

**Salary Range:** Grade C, £19,312 rising to a maximum of £20,092, per annum

**Hours/Contract:** Part-time,20 hours per week. Permanent position..

**The Role:** A wonderful opportunity to ensure our children have the best start to their education in safe, well maintained schools. The role will include a wide range of responsibilities and duties connected with maintaining the fabric of the building, health and safety compliance checks, grounds and facilities maintenance and security. This role will involve a split shift with both morning and afternoon working. This role will involve a split shift with both morning and afternoon working.

**The Person:** We are looking for an enthusiastic, capable and proactive caretaker to carry out general caretaking duties across the two sites working under the supervision of the site manager. These will include opening and closing the premises, carrying out daily health and safety compliance checks, dealing with general maintenance and decoration issues to ensure both the schools remain a safe and pleasant environment for the pupils and staff. There are no regular cleaning duties assigned to this role.

You will need to:

* Be physically capable to lift, carry and move various items including deliveries.
* Be a hands on individual who can implement systems/procedures maintaining a safe, tidy environment.
* Being able to problem solve and show initiative.
* Undertake key holding responsibilities.
* Be able to implement risk assessments and any recommendations.
* Contribute to projects and maintenance schedules.
* Be practical, with good DIY skills.
* Be able to prioritise and manage workflow whilst maintaining a flexible approach to respond to urgent requests.
* Be able to adapt to changing and conflicting demands and requests.
* Have the ability to demonstrate an understanding of working around children.
* Be able to adhere to the school’s policies and procedures and most importantly the equal opportunities policy, child protection policy and all health & safety related policies.

In return, we can offer you:

* Working in a caring environment where both the children and staff enjoy learning.
* The opportunity to work alongside other members of the school and trust staff.
* Full training on job specific tasks.

**School Background:** You will be joining Drake Primary Academy at an exciting time as we continue to develop our curriculum to achieve the best possible outcomes for children. We have dedicated staff and our children love learning. We are a forward thinking school that has an exciting values led curriculum**.**

**Trust Background:** Reach South is a young and developing Trust which operates across the South West of England with the aim of delivering all through 3-19 education. We operate 14 academies in Plymouth, Bournemouth, Dorset and Wiltshire. We are building this Trust on a clear set of values, behaviours and curriculum principles. At the heart of those values and principles is a belief in our young people and a determination to support them to develop the knowledge, skills and attitudes to become the successful citizens for today and all of their tomorrows.

Our core business is delivering exceptional education for children and young people with a mission to help all pupils aspire to achieve beyond the expectations that others put on them. We do this through the development of a talented and committed workforce. In order to deliver exceptional opportunities for learning, we need highly motivated staff across all parts of the organisation.

Those we recruit are able to demonstrate that they share our values, are highly motivated to work with colleagues, within and beyond their school, to continuously develop their skills and pursue professional excellence.

**Next Steps:** So if you have any queries about this role, please get in touch by calling **Pamela Maher, Office Manager** on **01752 567649** or emailat**pmaher@drakeprimaryschool.co.uk** **.** If you are experiencing any technical issues, please contact **recruitment@reachsouth.org** for support.

All applications to be made directly through TES.

**Closing date:** for applications is **Sunday 28th November 2021 at Midnight.**

**Interview Date:** Interviews will be held on **Wednesday 8th December 2021**

**To apply:**  Please visit our website at <https://www.tes.com/jobs/employer/drake-primary-academy-1060335>

**Opportunities and Benefits:**

We offer a competitive salary plus LGPS pension, great career progression and development opportunities, access to our Employee Assistance Programme with many other benefits.

We’re proud of how we support our staff in order that you have high levels of job satisfaction, are aware of the difference you are making for the children and families you work with and can see your contribution towards our community. There are regular opportunities for professional development and training, and a wider community of staff to network with within Reach South Multi Academy Trust. You will have the chance to visit other local schools, work alongside a range of outside professionals and take part in a variety of e-learning and face-to-face training.

**We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. Each post is subject to an enhanced DBS check.**

**Reach South Academy Trust is committed to ensuring that there is no discrimination on the grounds of age, disability, gender reassignment, marriage/civil partnership, pregnancy, maternity, race, religion or belief, sex or sexual orientation at any stage of the recruitment process or in the terms and conditions offered to new employees, or promoted employees.**

**Please note that Reach South Academy Trust can only consider applications from candidates eligible to work in the UK, and who can provide the required documentation and where a candidate does not need a Skilled Worker Visa.**