

## Reignhead Primary School

### Appointment of a Part Time Assistant Caretaker

**Grade 3 (£25,583 – £25,989) pro rata Pay Award Pending – Actual salary £12,370 per annum  
18.5 hours a week (3 days) for 42 weeks of the year  
Wednesday, Thursday and Friday – Split Shift - 7:15am – 11am / 2:15pm – 6pm**

The Governors of this forward-thinking school are seeking to appoint an enthusiastic and experienced assistant caretaker to join our premises team. The successful candidate will work with a friendly, supportive team and will be responsible for maintaining a high standard of maintenance throughout the school. You should be reliable and punctual and able to use your own initiative. Experience of carrying out minor repairs to a high standard. An understanding of Health and Safety at work and/or COSHH regulations would be desirable as would experience of working in a similar role, however any necessary training will be provided. The role is for 3 days per week, working a split shift over 42 weeks per year.

At Reignhead School, we create a welcoming and friendly atmosphere, one in which each child feels safe, secure and valued. Our school motto is *"Together We Belong, Together We Grow, Together We Succeed"* and we are passionate about Reignhead children achieving the highest possible standards in their work, in their attitudes to life and as good citizens. Our B.E.S.T. Core Values are at the heart of everything that we do.

If you think you are the right person to join our team and want to make a difference to the Reignhead community, we would love to hear from you. Visits to the school would be warmly welcomed. Please contact the school office on 0114 2475767 to make an appointment.

Reignhead Primary School is fully committed to safeguarding and promoting the welfare and safety of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be required to complete a Disclosure and Barring Service Check to ensure their suitability to work with children and to have a strong commitment to and knowledge of Safeguarding. Two excellent references are required. Please provide an e-mail address for all referees. As part of our safer recruitment checks, an online search will be undertaken for shortlisted candidates.

You will need to complete a full Sheffield City Council standard application form, a criminal declarations form and an equal opportunities form. Completed forms should be marked for the attention of Clare Hollingworth, School Business Manager and returned either via post to: Reignhead Primary School, Platts Drive, Beighton, Sheffield, S20 1FD, or by email to [clare.hollingworth@reignhead.sheffield.sch.uk](mailto:clare.hollingworth@reignhead.sheffield.sch.uk)

**CLOSING DATE: Wednesday 20<sup>th</sup> May 2026 (12 Noon)**

**INTERVIEW DATE: Week beginning 1<sup>st</sup> June 2026**