



Applicant Pack

Assistant Site Manager

37 hours/52 weeks a year

C Grade £24,405 plus additional 14% shift allowance if working evenings and weeks on a rota basis

Start Date: 31 March 2025

<https://www.brookfield.hants.sch.uk/131/current-vacancies>

For an informal discussion about this post, more information or to arrange a visit please contact our Recruitment team on 01489 576335 or by email on recruitment@brookfield.hants.sch.uk

Closing Date: 17 February 2025



Headteacher's Welcome

Brookfield is a school whose priority is to ensure staff and students are successful and happy. We have a rich and diverse curriculum open to all students, led by a highly talented group of curriculum leaders. Our students are engaged, confident, polite and well behaved (mostly) and move on to gain excellent results and future successes.

I am proud to say we have a lovely school which is down to how staff across the school work so effectively together. We have an ethical approach to leadership underpinned by strong, trusting relationships and collaborative working.

If you are an aspirational professional who shares our core values and wants to make a positive difference to the lives of the young people at Brookfield, then please complete the appropriate forms.

Before applying, why not visit us during the working day: Please contact Recruitment at recruitment@brookfield.hants.sch.uk to arrange an appointment.

Yours faithfully

Stuart Parkes
Headteacher



Site Assistant

We have a large team of support staff within the school ranging from our admin team, technicians to cover supervisors. The site team are a team of 6 working together to keep the school looking great and in full working order.

The team are made up of a group of experienced and talented individuals who are always fully supportive of each other. They are in a unique position to work across the whole site interacting with all other staff as well as community users and contractors. No two days are the same in this varied and enjoyable role.

Site team have their own area in school but you will definitely get your steps up spending most of your time out and about the school site. We are a friendly and sociable team, supportive of each other.



Your Opportunity

We are looking to recruit a reliable and hardworking individual, with a range of practical skills to join our amazing Site Team. In conjunction with the other members of the Team, the main areas of responsibility for the successful candidate will be:

- To support the safe and efficient running of our school
- To manage the site, grounds and buildings to the highest standard possible, liaising with contractors.
- To maintain the highest standards of cleanliness throughout the school and grounds, liaising with the contract cleaners
- Undertake minor repairs, maintenance and decorating.
- Responsibility for the opening and closing of the school site
- A team player
- To work in a flexible manner to meet the needs of our school
- To maintain a high level of confidentiality and professionalism
- To show initiative, be proactive, and have good organisational and time management skills

In return we will offer you:

- A committed, enthusiastic, open and accessible team of staff with a desire to continue to move the school forward.
- A thorough and engaging staff wellbeing programme including access to counselling, private GP and physiotherapy.
- Excellent and varied CPD to ensure you continue to develop.
- Broad and diverse opportunities for professional development

Above all else we will ensure you feel valued, listened to and be able to contribute at Brookfield.







Please note: Brookfield Community School may hold interviews as and when applications are received, and this job may be withdrawn at any point without notice.

Brookfield Community School and Hampshire County Council are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.

School Address

Brook Lane
Sarisbury Green
Southampton
Hampshire
SO31 7DU

Contact Information

Reception
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