



Weaverham High School is a vibrant, thriving and successful school where every member of our community feels valued, safe and supported to ensure they surpass their potential. We celebrate uniqueness and see individuals. We understand that our pupils have hopes and dreams, challenges and barriers and it our privilege to celebrate their worth and their potential. We want every child to enjoy their own journey of discovery, acquire a thirst for knowledge, creativity and imagination and develop a love for their learning. We want pupils to leave our school not just with qualifications showing their academic success, but also with the capacity to think clearly and deeply, a desire to act with integrity and to show kindness and empathy to others, and with the character and leadership experience they need to thrive in the world.

Our staff work tirelessly to ensure individual barriers are overcome and pupils are challenged and supported in equal measure. We nurture talent, ability and ambition with energy, creativity, determination, relentless kindness and high expectations.

"Be the best version of you"



CARETAKER (FULL TIME)

The Governors of Weaverham High School are looking to appoint a Caretaker to start ASAP. The successful applicant will be reliable, able to work on his or her own initiative as well as being able to work as part of a team.

The post is permanent subject to a satisfactory references and probationary period. The salary range for this post is Grade 4 £23,114 to £23,893 an hour, 37 hours a week, full year.

Total hours: 37 hrs per week, working times can vary but basically involves two week pattern 08:00 – 16:30 for week 1 and 09:30 – 18:00 week 2 including locking down the whole site: Monday to Friday 52 weeks per year although some Saturday or Sunday may be needed in emergency situations

In return we can offer you:

A competitive salary £12- 12.38 an hour. Paid public holidays and 5 weeks paid annual leave (rising to 6 weeks after 5 years continuous service). Paid sick leave in accordance with length of service

Access to the Cheshire Pension Fund (a Local Government Pension Scheme) with a very generous employer' contribution rate

Access to the Working Rewards Scheme which is our employee benefits package which provides a range of benefits including salary sacrifice schemes such as childcare vouchers, bicycles, technology and mobile phones. There are also a wide range of discounts available on shopping, holidays and entertainment. The scheme also features access to Brio Leisure's Workfit scheme which has a range of facilities across the Cheshire West and Chester area.

Access to a free enhanced Employee Assistance Programme

Uniform is provided

How to apply **Closing date 9am 2nd June 2024** Applications may close before the deadline, so please apply early to avoid disappointment For further information email jobs@weaverhamhighschool.com or see school website www.weaverhamhighschool.com

Please complete the school application as fully as possible and explain any gaps in your employment history. Please send the completed the application with your letter of application to jobs@weaverhamhighschool.com Our school places the highest priority on keeping our children safe. Applicants will be subject to stringent vetting processes, including online searches for shortlisted candidate. The successful applicant will require an enhanced Disclosure and Barring Service check.

Headteacher: Clare Morgan Tel: 01606 852120 Fax: 01606 854033 www.weaverhamhighschool.com

JOB TITLE	Site Maintenance Officer (no staff) (Secondary School)	JOB REF NO	AAAE5001 (a)
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BASIC JOB PURPOSE

To be responsible for the security of the premises and its contents; including being the registered key holder.

To ensure that the lighting and heating systems are in good working condition.

To carry out cleaning of designated areas.

To undertake minor repairs and portering duties.

MAIN RESPONSIBILITIES

1	Maintain the school building, including effecting repairs and improvements in order to fulfil the school's specific responsibilities.
2	Monitor and operate the engineering system (ie, heating, etc) and advise management of any faults in order to ensure the most economical use of fuel and water.
3	Discuss with and monitor the work of contractors engaged by school and C.B.S. to ensure specified standards are achieved.
4	Monitor, operate and maintain appropriate site security systems, including opening and closing the building at the beginning and end of the school day, lettings outside school hours and responding to call outs as necessary in order to provide satisfactory security arrangements.
5	Maintain and monitor Health and Safety standards, reporting any failures to comply with the school's statutory obligations in this area and ensure that contractor's work meets Health and Safety Regulations.
6	Carry out portering and cleaning duties (including the moving of heavy furniture) which will secure the most efficient use of resources.
7	Order supplies in order to maintain the necessary stock of appropriate resources. Receive delivery of supplies, furniture and parcels and ensure their correct distribution.
8	Carry out banking duties as required by the School.

Notwithstanding the detail in this job description, in accordance with the School's/Council's Flexibility Policy the job holder will undertake such work as may be determined by the Headteacher/Governing Body from time to time, up to or at a level consistent with the Main Responsibilities of the job.