**Caretaker**

**Salary: Grade 3 10-13 £24,027-£24,405**

**Actual Salary: £8,490-£8,623**

**Working hours: Term time only (Plus 5 days inset) 15 hours per week, (Times to be agreed on a rota basis between 7am-6pm)**

**Contract type: Fixed term until 31st July 2025**

**Start date: ASAP**

We are seeking to appoint a Caretaker to join our friendly team at Ivy House!

The role is to provide routine cleaning and/or caretaking tasks to support the effective operation of the school.

**Some of these duties will include:**

* Responsible for opening and locking up the school premises as required, ensuring security protocols are followed at all times.
* Perform routine maintenance tasks around the school, such as minor repairs to fixtures, fittings, and equipment.
* Oversee the movement, handling, and setup of equipment and deliveries across various areas of the school.
* Carry out painting, decorating, and minor refurbishment work as necessary to maintain a welcoming and professional appearance throughout the school.
* Ensure all painting and decorating work adheres to safety standards and enhances the learning environment.

Ivy House School is a special school for pupils aged 2-19. We offer a happy and supportive environment, where pupils are given the best opportunities through an individualised curriculum and pathway.

At Ivy House School we believe that it is imperative that everyone within our community is:

**“working together to inspire, nurture and empower”**

This vision captures the importance of the multidisciplinary approach from all stakeholders including families, education, social care and health professionals to ensure that we create an offer for our learners’ that is aspirational (Inspire), offers holistic and personal development, removing barriers to learning (Nurture) and enables students to be as independent as possible so that they are well prepared for life after school, into adulthood and ensuring that no dream is out of reach (Empower).

Our pupils like to come to school. They are justifiably proud of what they achieve and enjoy celebrating not only their own successes but also those of their friends and other peers from across the school.

We have a highly motivated, professional and well-trained team of staff who work collaboratively with parents, carers and other professionals to ensure that all aspects of our offer meet the needs of each of our pupils.

**All candidates are required to provide a supporting statement on the formal application forms which states clearly your reasons for applying, skills and experience for this position.**

**Shaw Education Trust** are a thriving mix of diverse and growing schools including Primary, Secondary and Special Schools all working together to improve the lives of young people in our communities. We are sponsored by Shaw Trust a charity organisation that focuses on transforming lives. We’re a growing group of dynamically awesome academies providing education to children of all ages and abilities. Staff across our team of schools are dedicated to ensuring that every child has the opportunity to be successful, whatever their starting point in life.

**Our Special settings** cater for children and young people with a wide range of Special Educational Needs from children with profound medical needs and life limiting conditions, those with severe, moderate and sensory needs through to young people with social emotional and mental health needs that require support and understanding to help them to navigate their world.

Whether you are a teacher, a teaching assistant, a healthcare professional or work in facilities, admin or operations all our Special Schools offer you the opportunity to work within an establishment that has a ‘family’ feel that puts the children, young people and their families at the heart of what they do.

All the pupils within our Special Schools have an individualised education and are educated in small classes and groups with enhanced support to ensure that all their needs are met. There is nothing more rewarding than being part of a team that supports a child or young person with Special Educational Needs to reach their goals. You truly will make a difference to the life of a young person and their family.

Our schools span from Birmingham to Bury, meaning that we can support students from all walks of life, no matter their background or socioeconomic status. In doing this, we can help ensure all children are able to access a high standard of education, with all being treated equally.

**Please visit our Ivy House career site for more information:** [Ivy House School Career Site (schoolrecruiter.com)](https://ivyhouse-derby.schoolrecruiter.com/)

 **Or click the QR Code to see all vacancies with Ivy House**

**Shaw Education Trust offer the following employee benefits with your Teaching or Support Staff employment:**

* An excellent Local Government Pension Scheme (Support Staff) / Teachers Pension (Teaching Staff)
* **Support Staff only** based on working **full time, all year** - Generous holiday entitlement from your first day of employment (**37 days holiday** **rising to 39 days** after 5 years’ service including Bank Holidays)
* Electric Car Scheme: Environmentally friendly vehicles with our electric car scheme.
* Access to Medicash Health & Wellbeing Plan: Enjoy health services designed to support your well-being.
* Free DiscountForTeachers Scheme for all staff (Support and Teaching), Exclusive discounts to save money with a wide selection of discounts and exclusive offers from hundreds of the biggest brands.
* Free Eye Tests
* Cycle to work scheme
* Access to our Institute of Education and fantastic opportunities to help you **grow, contribute** and **flourish** in your role and in the Trust.

We know **our people** are the key to our success and so we’re committed to ensuring the **employment experience** at **Shaw Education Trust** is a **rewarding** one.

**Colleagues within the Trust benefit from:** Access to a full range of courses both in-house and professionally accredited. These courses include all of the National Professional Qualifications – NPQH, NPQSL, NPQEYL, NPQLL, NPQLT, NPQLTD, NPQLBC are all delivered by the Shaw Education Trust as a delivery partner for Ambition Institute. In addition, we provide access to the NPQEL for Executive Leaders.

* Experienced leadership and subject-specific support.
* Guidance from former HMIs and serving Ofsted Inspectors within the Trust.
* Access to the Trust’s Institute of Education and SCITT.
* Opportunities to work with different schools within the Trust as a Professional Advocate.
* Participating in peer reviews.
* Access to a suite of online courses.
* Placement projects within our family of schools.

**Ivy House School** is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment, click here to review Safeguarding and Pupil Protection Policy <https://www.shaw-education.org.uk/our-trust/key-information>

This position is subject to appropriate vetting procedures including an online checks and criminal record check from the Disclosure and Barring Service (formerly CRB) which will require you to disclose details of all unspent and unfiltered spent reprimands, formal warnings, cautions and convictions.

All shortlisted candidates will undergo an online search as part of Trust safer recruitment checks.

We are an Equal Opportunities employer and will ensure that all our recruitment and selection practices reflect this commitment.

**In accordance with our safer recruitment policy CVs alone will not be accepted.**

**Closing date:** Tuesday 19th at 12:00pm

**Shortlisting:** Tuesday 19th 2:00pm

**Interview date:** Monday 25th at 9:00am

**We reserve the right to appoint before the closing date as we review applications on an on-going basis and interviews may be arranged as suitable candidates are identified, therefore, we encourage early applications.**

Successful candidates will be subject to a fully Enhanced DBS check along with other relevant employment checks.