BURFORD SCHOOL
FOUNDED 1571

RESPECT | PARTICIPATE | REACH

Headteacher: Mr M Albrighton BA MA (Cantab)

www.burford.oxon.sch.uk

Day | Burford School, Cheltenham Road, Burford, Oxfordshire, OX18 4PL
Boarding | Lenthall House, Church Lane, Burford, Oxfordshire, OX18 4SA

01993 823303
01993 823283

Estates Manager

Salary: Grade 9 23-26 (£35,571-£38,511) FTE

Contract: 52 weeks a year

Term: Permanent/ Full time

Hours: 37 hours per week

Starting date: 4th January, 2027 or by negotiation

Reporting to: Head of Operations

We are seeking an experienced Estates Manager to lead the safe, compliant and well-maintained operation of our school estate, supporting both education and boarding. Working day to day, you will take ownership of premises compliance, health and safety, contractor management and planned maintenance. Reporting to the Head of Operations, who retains strategic responsibility, you will provide technical advice, contribute to the estates strategy and oversee its delivery through the Assistant Facilities Manager, Boarding Facilities Officer and wider site team. This is a varied and influential role for someone who combines strong technical judgement with the people skills to lead a busy, multi-disciplinary team.

Why work with us

Burford is an oversubscribed school situated in an area of outstanding natural beauty. This is an excellent school, with a superb environment for learning and a priority given to teacher development. Our aim is to recruit colleagues who will be stimulated by the prospect of working hard to share in our success.

Additional Staff Benefits

- Supportive continuous professional development and growth opportunities
- Health and wellbeing support including access to an Employee Assistance Programme, free flu vaccinations and a subsidised Healthcare Plan

- Local Government Pension scheme membership
- The school is located within a short walk of a picturesque Cotswold town

MUSIC MARK SUPPORTING CONNECTING INFLUENCING
ARTS COUNCIL ENGLAND
Artsmark Gold Award Awarded by Arts Council England
DofE
bsa BOARDING SCHOOLS' ASSOCIATION

Burford School is a company limited by guarantee registered in England & Wales under number 8082185. Registered Office: Burford School, Cheltenham Road, Burford, Oxfordshire, OX18 4PL. Charity Registration Number EW019040106413761.

As we are a heavily oversubscribed school, children of staff have priority for admission to Burford School*.

Visits to the school are warmly welcomed so you can see for yourself what makes Burford School such a special place to work – please contact Sarah Evans, HR Manager, to arrange this.

The successful candidates will need to meet the person specification in order to be offered the post.

If you would like to find out more about this role, please get in touch with Mr T Williams by phone on 01993 823303 or by email at t.williams@burford.oxon.sch.uk

TO APPLY:

If you are applying from outside the UK please get in touch prior to completing an application.

- Please download details and an application form from our TES page: https://www.tes.com/jobs/preview/schrole_8041c506-0098-45e3-ba4e-a77736b9bb0a

  Or

- Contact Cloudia Hill, HR Manager, at the following email address: c.hill@burford.oxon.sch.uk

Burford School is committed to safeguarding children and young people. All post holders in regulated activity are subject to appropriate vetting procedures and a satisfactory Disclosure and Barring Service Enhanced check.

As part of the vetting procedures, shortlisted candidates will be subject to an online search. This isn't part of the shortlisting process, and there will be a chance to address any issues of concern at interview.

Closing date: Wednesday 11th November 2026 (12.00pm)

* Please see relevant Admissions Policy on the school website.