

Enmore Church of England Primary School

'Those who are taught here must go out and teach others'

Rev J. Poole, Founder, 1810



'I have set you an example that you should do as I have done for you.'

John 13: 15

"Pupils love learning at Enmore Primary School. The school's vision 'Those who are taught here must go out and teach others', informs the development of pupils' character." *Ofsted 2022*

"The vision is modelled by both adults and children leading to exceptionally strong relationships." *SIAMS 2019*

We have a fantastic opportunity to work at our school and are currently recruiting the following staff:

MAINTENANCE/ODD-JOB PERSON

Up to 10 hours per week – Flexible Hours

Salary: Grade 14 point range (4 - 6). Rate of Pay £25,185 - £25,989 pro rata per annum, plus Pension Scheme (Pay Award Pending), free parking onsite

Closing Date: Thursday 26th February 2026

Interview Date: Thursday 5th March 2026

We are looking for a reliable person to undertake a wide range of duties, including but not limited to undertaking general maintenance/decoration/minor repairs to buildings, furniture & grounds. Complete Health and Safety checks and keep accurate records. We need someone who is motivated, flexible and can work proactively to ensure a safe environment for the staff and pupils. This role includes some work during school holiday time, additional hours will be paid, where necessary, for larger jobs.

Previous experience of working in a school environment would be desirable but not essential and the ideal candidate should be able to demonstrate an understanding of health and safety legislation, good organisational skills in relation to managing own workload, the ability to regularly handle/carry heavy items, as well as the ability to use ICT effectively especially word, excel and email systems.

Examples of duties required for the role.

- Keeping all external areas swept and free of litter
- Weeding the playground areas
- Keeping drains free of litter and leaves
- Checking smoke alarms
- Checking fire alarms
- Checking water temperatures
- Changing light bulbs, strip lights & smoke alarm batteries
- Putting up shelves and noticeboards
- Minor repairs, e.g. tap washers, door handles, toilet seats etc.
- Rodding drains
- Painting and decorating
- Putting together flat-pack items
- Cutting back plants & branches
- Clearing Gutters
- Heating- setting and controlling
- Arranging annual Health & Safety checks with external contractors
- Monitoring and ordering heating fuel
- Unlocking/Locking up premises for contractors or for out of hours events

Enmore School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The post is subject to relevant safer recruitment employment and criminal background checks via the disclosure procedure, and a successful medical check.

Further information is available by email and on our school website Enmore Church of England Primary School - TA5 2DX - Staff Vacancies or by contacting the school office. Completed forms should be sent to Mrs. P. Eaglestone-Gunter, Business Manager at the school – details below.

Telephone: 01278 671370

Address: Enmore C of E Primary School, Enmore, Bridgwater, Somerset, TA5 2DX

E-mail: peaglestone-gunter@enmoreprimaryschool.org

NB: Only completed application forms will be considered for the posts, CV's will not be accepted and will not be included in the selection process.