



The Gem Federation

Executive Headteacher | Sarah Beard
www.thegemfederation.co.uk

Bessemer Primary School

Head of School | Elizabeth Whitehead
✉ bessemer@gemfed.co.uk

Goodrich Primary School

Headteacher | Sarah Beard
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Keyworth Primary School

Head of School | Ray Capper
✉ keyworth@gemfed.co.uk

We are a community three-form entry school with a nursery. Our children are enthusiastic and motivated learners that care for each other and are proud of their school. We are focused on creating an exceptional learning environment for our children. Applicants must be enthusiastic, knowledgeable and be committed to working as part of an energetic and friendly staff team.

| Premises Officer | |
|-------------------------|--|
| All Year Round | |
| Application date | Apply by Sunday 1 st March 2026 |
| Interview date | WB 2 nd March 2026 |
| Start date | ASAP |
| Contract Term | Fixed Term |
| Salary | Grade 4 (£30,654 actual) |
| Location | Goodrich Primary School, SE22 |

Assisting other premises / facilities staff in ensuring that all school sites are maintained in a safe, clean and secure condition as required, and assisting in such tasks as may be necessary for effective site management.

Are you:

- Flexible and committed to working as part of a team?
- Dedicated, organised and enthusiastic?

If so, we can offer you:

- A friendly welcoming federation of schools
- A supportive Leadership Team and Governing Body
- Excellent opportunities for professional development

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. All posts are subject to pre-employment checks, two references will be sought, and successful candidates will need to undertake an enhanced Disclosure and Barring Services check (DBS), have evidence of eligibility to work in the UK, provide evidence of qualifications and will need to complete GDPR and Health and Safety training.

All of the above checks must have been completed before the start of employment.

The School is an equal opportunity employer and welcomes applications from all sections of the community regardless of race, gender, sexual orientation, religion, social status, or disability.

If you would like to know more please come and visit us.

Please send your completed application to:

Kelsey James – Deputy Business Manager

Email: jobs@gemfed.co.uk