



Job Advertisement: Site Assistant

Core Details

- **Role:** Site Assistant
- **Place of Work:** St Silas CE Primary School
- **Reports to:** Estates Manager/Headteacher
- **Safety:** Enhanced DBS Required
- **Contract:** Permanent
- **Working Hours:** 36 hours per week. This role requires a split shift 7am - 11am/3pm-6pm
- **Salary:** Grade 4/SCP 9-17

What You Will Do

- **Secure the Site:** Act as a primary key holder; manage site security to keep unauthorised persons out.
- **General Maintenance:** Perform minor repairs and upkeep tasks.
- **Safety & Safeguarding:** Maintain a site that is physically safe for children; report any suspicious activity or welfare concerns to the Designated Safeguarding Lead (DSL).
- **Team Support:** Work with cleaning staff and leadership to keep the facility in top shape.
- **Compliance:** Assist with fire, water, and electrical safety records.

What We Are Looking For

- A hands-on individual who enjoys fixing things and improving their environment.
- A candidate committed to the welfare of children and young people.
- A professional who understands the importance of health and safety and safeguarding legislation.
- A reliable team player with an eye for detail.

Safeguarding and EDI Statement

Commitment to Safety: *St Silas CE Primary School is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment and maintain a vigilant attitude.*

Safer Recruitment: *All post-holders are subject to a satisfactory Enhanced Disclosure and Barring Service (DBS) check and comprehensive pre-employment vetting, including references and an online search.*

Commitment to EDI: We are an equal opportunities employer and believe that a diverse workforce enriches our community. We welcome applications from all individuals regardless of their age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

Inclusive Environment: We strive to create an inclusive environment where every employee feels they belong and can reach their full potential. We are happy to discuss flexible working or reasonable adjustments required during the recruitment process.

To Apply: Please complete an application form and equal opportunities form and return via email to vacancies@remat.org.uk.

School visits are encouraged and can be arranged by contacting the school office on 0151 727 6067 or stsilasoffice@remat.org.uk.

Closing date for applications: Wednesday April 15th 2026

Shortlisting: Thursday 16th and Friday 17th April 2026

Interviews to take place: 23rd April 2026