**Site Supervisor**

**Salary: Grade 6 SCP 20-24 £26,409 - £29,903 FTE**

**Actual Salary: £21,412 – £24,245**

**Working hours: 30 hours per week, 6.30am- 12.30pm Monday to Friday - Full time, all year**

**Contract type: Permanent**

**Start date: 17th March 2025**

We are seeking a dedicated and skilled Site Maintenance/Caretaker to join our school team. This role is pivotal in ensuring the smooth operation, safety, and overall appearance of our facilities and grounds.

**Key Responsibilities include:**

* Provide efficient and effective caretaking support to the school.
* Maintain the security and safety of all buildings and surrounding areas.
* Ensure the general appearance of the premises meets high standards.
* Monitor and operate heating systems to maintain optimum efficiency.
* Carry out routine maintenance tasks, repairs, and inspections.

**Coppice Academy** is a welcoming, warm academy which empowers all students to recognise their potential and supports them through a personalised, interesting and achievable curriculum pathway, experiencing innovative, quality teaching and learning. All students make excellent progression from their individual starting points.

At Coppice Academy we model our approach to a mainstream secondary academy where we encourage independence, responsibility through curriculum movement with an additional focus on a holistic approach for our student’s development. We pride ourselves on identifying a student’s individual needs as well as building on our community and family philosophy of being ready, safe, respectful and to always be the best we can be, to enable students to succeed and achieve at the Coppice.

***Learning, Achieving and Growing Together is our mission statement.***

We believe in the abilities of our students and their successes never cease to amaze us and make us proud.

**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 Careers site for more information on Coppice Academy on [Coppice Academy Career Site (schoolrecruiter.com)](https://coppiceacademy.schoolrecruiter.com/)

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Description automatically generated Or click the QR Code to see all vacancies with Coppice Academy

**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.

**Coppice Academy** 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 CV’s alone will not be accepted.**

**Application deadline:     9.00am 5th February 2025**

**Interview date: week commencing 10th February 2025**

**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.