



Blue Coat Church of England Academy

Site Support Worker

35 hours per week

NJC 7-11 (dependant on experience)

We are seeking a dedicated and enthusiastic Site Support Worker to join our experienced and supportive site team at Blue Coat Church of England Academy. This is an excellent opportunity for someone looking to develop practical skills and gain hands-on experience in all aspects of site management within a busy and welcoming school environment. This varied role will involve supporting the smooth day-to-day running of the school site, including maintenance, security, compliance, and transport. Full training and development opportunities will be provided, making this an ideal role for someone looking to build a long-term career in site or facilities management.

Key Responsibilities

- Assist with day-to-day site maintenance, student supervision, repairs, and general upkeep
- Support the security of the premises, including opening and closing the site
- Help maintain a safe, clean, and compliant environment for students, staff, and visitors
- Assist with room setups for school events and external lettings
- Carry out basic health and safety checks as required
- Drive the school minibus when needed (training will be provided if necessary)
- Work flexibly as part of the site team to meet the needs of the school

About You

We are looking for someone who:

- Is reliable, proactive, and willing to learn new skills
- Has good practical and problem-solving abilities (previous experience desirable but not essential)
- Can work effectively both independently and as part of a team
- Is flexible and able to respond to the needs of a busy school environment
- Demonstrates a strong commitment to safeguarding and promoting the welfare of children

What We Offer

- A friendly, supportive, and collaborative working environment
- Opportunities for ongoing training and professional development
- The chance to gain valuable skills across a wide range of site management responsibilities
- A role where no two days are the same

Salary and Working Pattern

- **Salary:** NJC Scale 7–11 (£26,403–£28,142 FTE), depending on experience
- **Contract:** Full-time, all year round
- Flexibility will be required, including occasional out-of-hours work

About Our School

Blue Coat Church of England Academy is a vibrant and inclusive school community built on strong Christian values. We are committed to providing a safe, nurturing environment where both students and staff can thrive.

In order to be considered for interview, you must fully complete the application form and demonstrate your ability to meet the requirements outlined in the job description. The application form must be completed in full and C.V.s cannot be accepted. Please refer to school website for an application form and job description:

Closing date: Monday 1st June 2026 at 11am

Interviews (in person): Thursday 4th June 2026

For further details and an application form please visit our website: <https://www.bluecoatacademy.org/vacancies/>

Applications to be returned to applications@bluecoatacademy.org

Blue Coat Church of England Academy is committed to the highest standards of safeguarding and promoting the welfare of students. All staff and volunteers are expected to share this commitment. This post is subject to enhanced DBS disclosure and a 'prohibition from teaching' check will be completed for all applicants. We are committed to the active promotion of equal opportunities and welcome applications from all backgrounds.