



**Walsgrave**  
Church of England Academy



**Inspire Education Trust**  
Together we achieve, individually we grow

<b>Job Title</b>	Site Services Officer
<b>Employment Status:</b>	Permanent
<b>Working Hours:</b>	37 hours per week
<b>Salary:</b>	Grade 4 Support Staff Scale £20,043 - £23,484
<b>Required:</b>	ASAP
<b>Location:</b>	Coventry

### About the role

We are seeking to appoint a reliable, professional and practical individual. The successful candidate will support our school in providing a safe, effective and efficient learning environment. Site services officer responsibilities will include opening and closing the premises, basic maintenance and repairs, waste management, portage, emergency call outs and health and safety checks. Duties will also include ensuring a high standard of cleanliness and security is maintained to support and safeguard the welfare of all persons using the school premises.

We are looking for someone who is approachable, friendly & able to communicate effectively as a member of Walsgrave Academy staff, able to cope with physically challenging duties and can undertake general tasks not requiring skilled trade qualifications, e.g. basic electrics, building, plastering, plumbing, gardening, carpentry and glazing.

All staff are expected to know what to do if they have concerns about a child, take on the responsibility for providing a safe environment and promoting children's welfare, undertake regular safeguarding and child protection training and, familiarise themselves with [KCSIE](#) part 1 and local policies and procedures as directed by the trust/academy.

### About us

Our whole school community values the contribution every child brings, which makes our school a happy and fun place to learn and work. Our mission statement is: 'Together We Thrive' and this sentiment underpins all we do. As a Church of England Primary School, we have close links with St Mary's Church, collaborating regularly throughout the year. This collaboration, as well as celebrating our school's cultural diversity, helped us to achieve our Outstanding SIAMS (Statutory Inspection of Anglican and Methodist Schools) inspection result in June 2015.

At Walsgrave CE Academy we believe in encouraging children to know how they learn best. Pupils need to understand why learning is important and to be as involved as much as possible in their own learning. We get to know each pupil extremely well, recognise their potential, tailor individual learning needs and support each pupil's learning with high quality teaching, learning and resources. We offer a bespoke and exciting, broad and balanced curriculum that is enriched by visitors, educational visits and memorable experiences.



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We are passionate about all children having core skills in Reading, Writing and Maths, as well as opportunities for them to become artists, musicians, historians etc. Children feel safe and happy in school and they tell us that they look forward to coming to school every day (and so do we!).

We believe that every child can do amazing things, and it's our job to help make this potential a reality. With an outstanding education, every child has the freedom to choose their own future.

### Why work for us?

A career at Inspire Education Trust offers a rewarding future, with the opportunity to make a real impact on the lives and outcomes of our young people. We work hard to provide an environment which places staff wellbeing at the forefront of the agenda, as well as providing ample opportunities for personal and professional development.

As such, we offer a portfolio of benefits designed to enhance and support the working lives of our staff. These include, but are not limited to:

- A highly supportive and committed senior leadership team
- Employee Assistance Programme which offers 24/7 confidential advice and support on a range of matters and free access to accredited counsellors
- A focus on staff wellbeing including a network of wellbeing champions and a supportive working environment
- Opportunity to join a committed and forward-thinking team of staff
- Employee Benefits platform providing staff access to a range of benefits such as shopping discounts

### How to apply:

All applications must be received electronically via our TES page: <https://www.tes.com/jobs/employer/inspire-education-trust-1168460>

If you experience any problems with the online application process please contact TES directly: [recruitment@tes.com](mailto:recruitment@tes.com)

If you have any queries about the post, please email [kelly.tuck@ietrust.org](mailto:kelly.tuck@ietrust.org)

**Closing date: 9am Monday 18<sup>th</sup> April 2022**

**Interview date: Friday 22<sup>nd</sup> April 2022**

*We are committed to safeguarding and promoting the welfare of children and appointments will be subject to rigorous safeguarding checks including enhanced DBS and references. The postholder must share our commitment to safeguarding and promoting the welfare of children. Candidates who have been successfully shortlisted will be asked to complete a self-declaration to confirm any (non-protected) criminal disclosures or information that would make them unsuitable to work with children.*

*The post is exempt from the rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020. Which means that when applying for certain jobs and activities certain spent convictions*



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*and cautions are 'protected', so they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Further information about filtering offences can be found in the DBS filtering guide.*

*We aim to recruit the very best staff and welcome those from all backgrounds, communities and faiths (including non-faith individuals). Inspire Education Trust is clear about its responsibilities in embracing diversity and ensuring we recruit people of a high calibre based on their skills, abilities, and experience. As such, we welcome applications from a diverse range of candidates.*

*The role of Site Services Officer will be classed as regulated activity. Any offer of employment will be conditional until satisfactory completion of all mandatory pre-employment checks. It is an offence to apply for this role if barred from engaging in regulating activity relevant to children.*