

Job Title: Site Manager
Salary: Grade 4 (19-23) £20,493 to £23,080
Hours: Full time 37 hours a week all year around
Location: Flying High Academy, Ladybrook
Head Teacher: Karen Jagger
Roll: 433
Required from: 4th January 2022
Closing Date: 3rd December 2021 at 12 noon
Interviews: 7th December 2021



FHAL is a school of choice where parents and staff have high aspirations for our children both academically and socially. Children, parents, visitors and those who work at FHAL enjoy a warm welcoming atmosphere where all are nurtured and cared for; well-being for all being a whole school priority. We pride ourselves on being an innovative, forward-thinking school.

In working together to achieve this common goal, we can all ensure that each and every one of us is 'Relentless in our strive for excellence.'

What we are looking for:

We are looking to appoint a dynamic and determined Site Manager for 37 hours per week. This is a key role in our school and the successful applicant will be responsible for developing our school site, maintenance works, development projects and ensuring a safe and secure school site for our community. They will make sure the school and grounds are safe and reflect the highest standards. The applicant must have experiences and knowledge of the health and safety requirements for primary schools and experience of carrying out school-based checks and bringing in contractors where needed. Beyond this we want a site manager to support our staff to provide an inspiring environment and to engage children in delivering this vision.

We are looking for someone who:

- hold the highest standards for the school environment
- Have good Literacy and Numeracy skills, and have a knowledge of computerised systems such as word, Teams, outlook and excel (support will be given)
- Be able to carry out regular procedures, maintain the premises and grounds to an extremely high standard
- Maintain and keep appropriate records in line with Health & Safety requirements
- Have good DIY skills and ability to manage projects
- Be pro-active to ensure the school and grounds are well maintained
- To line manage the cleaning staff and to manage the cleaning resource and stock
- Ensure the school and grounds are always kept safe and secure
- Set up a system for tracking and monitoring non routine maintenance
- Be willing to go above and beyond



What we can offer you:

- A passionate, positive and motivated team of professionals who put children at the heart of every decision.
- A genuine opportunity to make a difference where it is needed.
- A fantastic community of children, parents and carers who deserve the best.
- A strong network of schools who support each other and share best practice.
- Working in a supportive partnership within and beyond your school, driven by a moral purpose underpinned by our core ethos and value.
- Working within a developmental, not judgemental, school and partnership.
- Engagement with Trust networks to share best practice and learn from others across our partnership.
- An organisation committed to supporting and enabling the wellbeing of all staff.

If you are keen to be part of our very special team, please request further details.

Application packs and information are available from our website www.flyinghighacademy.co.uk under the key information section or by emailing clare.wall@ladybrookfha.org.

We are extremely proud of our children and school and visits are actively encouraged. Please contact the school office team who will be happy to facilitate this.

If you do have any questions about the vacancy, please call 01623 415790 or email the school office: office@ladybrookfha.org and someone will get back to you as soon as they can.

Our school is committed to safeguarding and promoting the welfare of children and young people, therefore all positions are offered subject to an enhanced DBS disclosure and references confirming your suitability to work with children.