



## Saint John Wall Catholic School – A Catholic School For All

*'To educate each and every unique child in our care  
to hear and respond to what God calls them to be'*

### Part-time Site Assistant (22.5 hours per week)

Saint John Wall Catholic School is an oversubscribed 11-16 school with a diverse population, serving the community of North West Birmingham. In June 2023, Ofsted judged the school Good with outstanding behaviour and attitudes and outstanding leadership and management. Over 50% of our pupils qualify for additional Pupil Premium funding, and Ofsted said *'leaders use the funding for disadvantaged pupils creatively and effectively, and 'consequently disadvantaged pupils achieve well'*. Ofsted also said that *'pupils blossom at this unique and caring school'*.

#### The Role

This role is to assist the Site Manager in maintaining and improving all aspects of the school buildings and grounds. You will help to also ensure that all statutory and other health & safety requirements are fully met.

#### Responsibilities

You will help to ensure security of school's building and grounds, and manage health and safety of contractors, whilst they are on the school site and to direct them to work as required. Duties will include:

- Opening and locking up the site
- Operation of school systems, including heating, lighting, alarms, security etc
- General portage of school equipment, furniture and deliveries
- Handyperson duties which may include furniture repairs and decorating
- Maintaining and improving on site safety for pupils and staff.

If you have any questions, please email [enquiry@sjw.bham.sch.uk](mailto:enquiry@sjw.bham.sch.uk)



#### Closing date

9.00am 9 October 2023

Required from 6 November 2023

#### Salary

Support Staff Grade 2

#### Informal visits

Informal visits to school prior to application can be arranged by contacting Mrs Page on 0121 554 1825 or by email to [enquiry@sjw.bham.sch.uk](mailto:enquiry@sjw.bham.sch.uk)

Application form and Job Description can be found at [www.sjw.bham.sch.uk/AboutUs/Vacancies](http://www.sjw.bham.sch.uk/AboutUs/Vacancies)

#### Us\Vacancies

*As a Catholic School we will expect that you actively support the Catholic ethos, and help us to follow the highest standards of safeguarding for our pupils. The successful candidate will be subject to enhanced DBS and any other relevant employment checks, including an online search.*