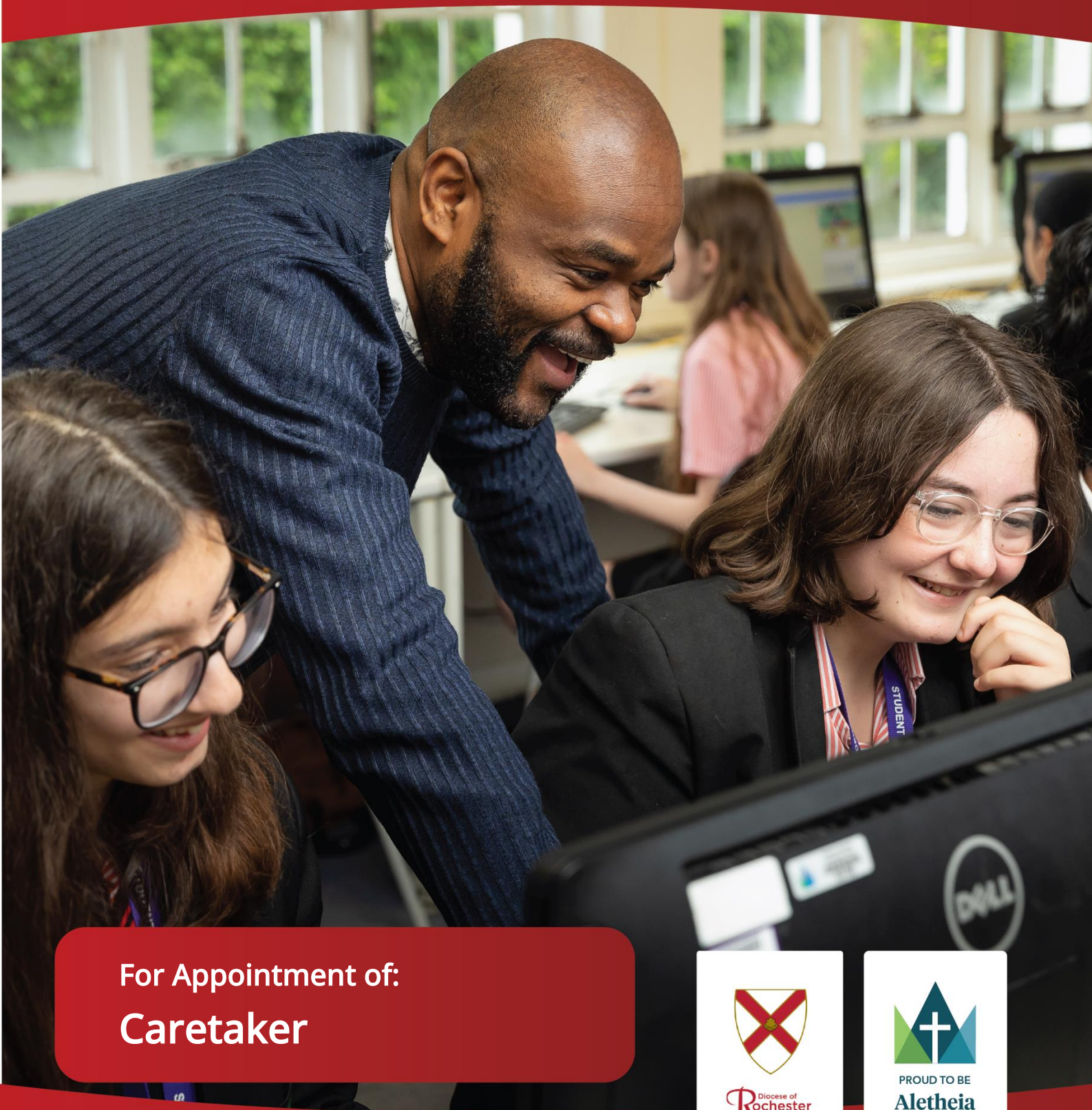




Saint George's
Church of England School

WORKING AT SAINT GEORGE'S C OF E SCHOOL

Join our Team



**For Appointment of:
Caretaker**



**Diocese of
Rochester**



**PROUD TO BE
Aletheia
Academies Trust**



Executive Headteacher's Welcome

Simon Murphy

Thank you for your interest in the role at Saint George's C of E All Through School. I hope that the information within gives you an insight into our school, and the unique opportunity this position offers.

Our school motto, **All Different, All Equal, All Flourishing** demands that our school is highly inclusive; welcoming children of all backgrounds and beliefs unified by our commitment to their wellbeing and sense of achievement.

We are immensely proud of what we continue to achieve here at Saint George's. We have developed a reputation as an ambitious and high achieving school providing excellent outcomes for all pupils academically and in terms of their personal growth. Everyone who wishes to learn is welcome. We believe in comprehensive education that includes all pupils equally and best reflects the world in which we live. Indeed, visitors most often comment upon the profound sense of community within the school. All of this and more was recognised in October 2023 by Ofsted who judged our school to be outstanding for the provision we offer in early years, and for the way in which we personally develop our pupils throughout the whole school, including within our flourishing sixth form.

Saint George's was one of the founding schools within Aletheia Academies Trust and continues to play a significant part in the development of the organisation. The school has excellent staff retention rates and is deservedly proud of the palpable sense of community that stakeholders and visitors encounter and regularly comment upon. The school provides an exemplary model of the highly ethical and inclusive Trust vision and values.

I look forward to receiving your application.

Saint George's Church of England All Through School



We consider our school to be highly inclusive, welcoming students of all backgrounds and beliefs, unified by our commitment to their well-being and sense of achievement.

Saint George's has developed a reputation as a high achieving school providing excellent outcomes for all students academically and in terms of their personal growth. We have exceptionally high expectations of how our students behave, speak, and present themselves. This is underpinned by our Christian values, our worship and school ethos. Everyone who wishes to learn is welcome.

Our motto **'All Different, All Equal, All Flourishing'** emphasises our Christian belief that the God-given talents of all students should be encouraged and developed, recognising, and valuing their unique worth.

We have had a long-held belief in the potential of an all-through school to further enhance the educational provision on our site. We are delighted that this vision has now become a reality for Saint George's. A shared philosophy ensures that there is greater consistency around expectations, ethos and pedagogy which eliminates any unsettling transition between the primary and secondary phases. We facilitate teachers working together in the primary and secondary phases which raises aspirations still further and ensures that children are not able to fall through the gaps. Our primary pupils benefit from having specialist subject staff available and economies of scale allow greater spending on teaching and learning and the sharing of specialist and enhanced facilities for all pupils.

At Saint George's, we strive for all students to have learnt new skills, to have developed their talents and with this, a love of learning; making them confident, articulate, sensitive and caring citizens for the future.



"Visitors most often comment upon the profound sense of community within the school."



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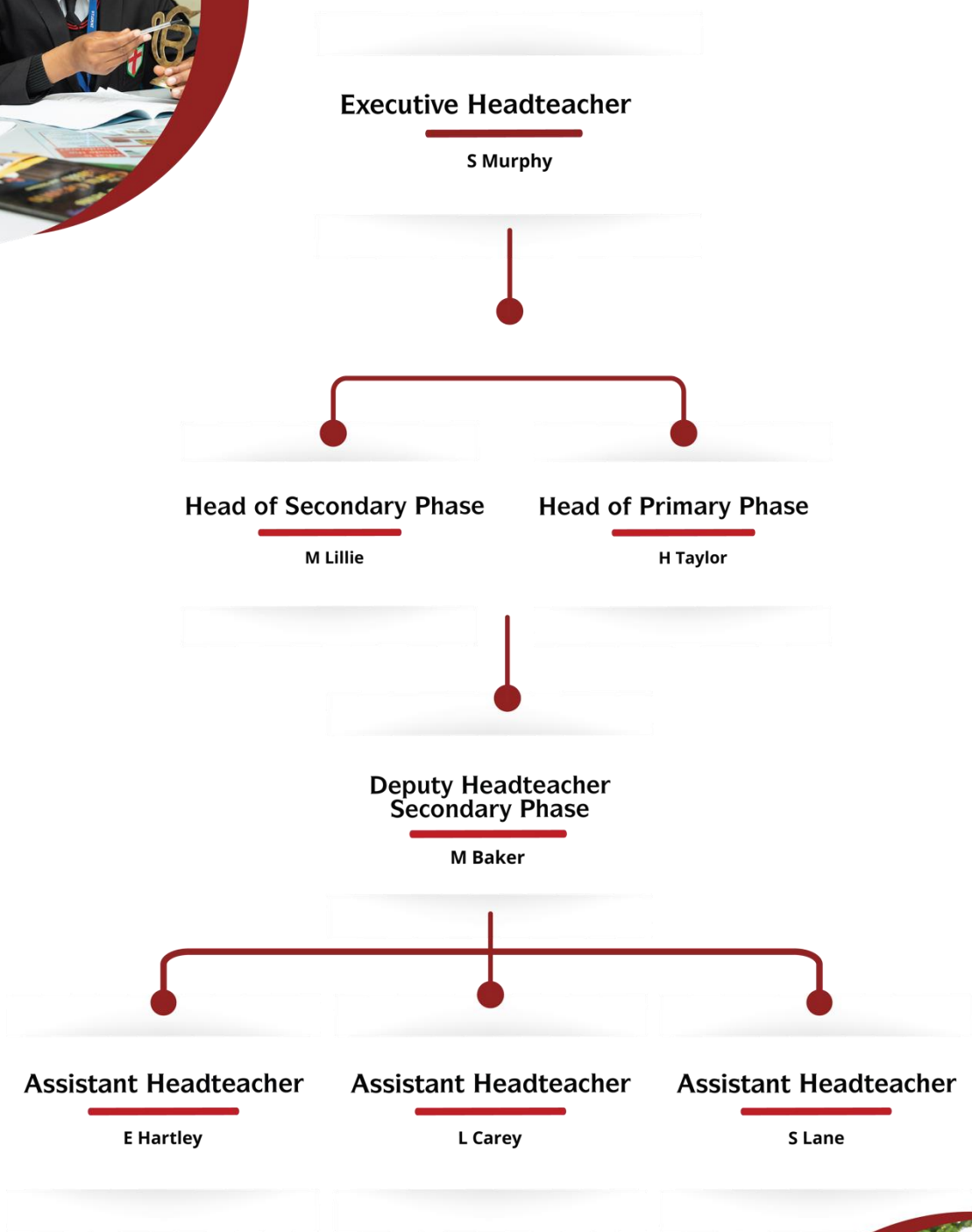
SIAMS INSPECTION 2019



EXCELLENT

Ofsted
Good
Provider

School Structure



Job Description

Job Title	Caretaker
Location	Gravesend
Duration	Permanent
Work Hours	Full-time
Reporting to	Site Manager
Salary	KR4
Pension	Local Government Pension Scheme



Saint George's Church of England is looking for a candidate of exceptional ability to join our team as a Caretaker in this successful all-through provision. Our school was recently graded Good in our Ofsted inspection in October 2023 and the successful candidate would continue to meet the highest standards.

The school has an existing reputation for high quality education with a relentless focus upon high expectations and aspirations. Your role will be to enable families to have access to outstanding provision as soon as they join Saint George's. Working closely with other members of staff, you will be a key part of the team, shaping the school to meet the needs of its children and the aspirations of the local community.

We would love to hear from you if you:

- 🛡 want to work in a supportive and caring environment
- 🛡 are committed to enabling every child to achieve the very best they can
- 🛡 are an ambitious professional

Key Responsibilities



Purpose of the Job:

Support the Site Manager to ensure the security of the establishment and provide a cleaning and general maintenance service of buildings and surrounding areas.

Key duties and responsibilities:

- ✦ Maintain the security of the premises by opening and closing premises (including times for lettings), repairing doors, latches and fences, and acting as key holder for out of hours contact to maintain a safe environment.
- ✦ Undertake general checking and emergency cleaning of parts of the establishment, as directed. Carry-out indoor cleaning duties as directed.
- ✦ Ensure outside areas are kept free from litter, sweeping leaves, emptying bins, etc. Maintain a clean and tidy environment.
- ✦ Ensure paths, access points and entrances are clear of snow and ice to ensure safe passage.
- ✦ Undertake daily and seasonal maintenance of the site and equipment, inside and out, as required including changing light bulbs and strip lights, tap washers, clock batteries, door locks, woodwork, decorating, clearing drains and toilets, cleaning and repairing wheelchairs to ensure a safe environment is maintained.
- ✦ Maintain adequate supplies of cleaning materials and supplies (oil, light bulbs, batteries, salt, etc), re-ordering when needed, to meet the establishments needs.
- ✦ Attend training courses as required and assist in the training of other premises support staff as directed.
- ✦ Comply with, note and report as necessary on any matters affecting Health & Safety, Fire Regulations and other County policies.
- ✦ Provide a first point of contact for all deliveries, moving items to an appropriate area to keep passageways clear and hazard free.
- ✦ Move heavy and awkward shaped furniture and supplies as requested, and work at heights as required in accordance with Health and Safety regulations and after the completion of a Management Risk Assessment.
- ✦ In the absence of the Site Manager, escort and advise maintenance contractors attending the building who may be pricing or carrying out a job to ensure the contractor is given adequate information to complete the task.





E = Essential D = Desirable

Knowledge and Skills

Previous experience of working in a school environment would be beneficial	D
Ability to organise own workload and follow routines/instructions	E
Relevant technical knowledge e.g. use of a range of basic tools and machinery	E
Must be able to communicate verbally with staff at all levels, along with pupils	E
Understanding of Health and Safety issues e.g. manual handling, COSHH, lone working.	E
Tact and diplomacy to deal with a range of situations	E
Ability to remain calm under pressure	E

Personal Qualities

Ability to build and sustain effective working relationships with a wide range of stakeholders and external partners	E
Ability to demonstrate enthusiasm and sensitivity while working with others	E
Ability to make considered decisions	E
To be creative, flexible and innovative	E
To promote a well-reasoned educational philosophy in relation to the school ethos	E
To be encouraging and supportive in the development of others	E
To be emotionally self-aware	E
To have high personal aspirations and inspire the same in all members of the school community	E
To demonstrate a high level of integrity, honesty and fairness	E
Readiness to reflect on, evaluate and improve practice	E
Humour, warmth and energy	E

How to Apply



If you are interested in this position and would like to have a more detailed conversation or arrange a visit to the school before making the decision to apply for the post, please contact:

The People & Culture Team

HR@aletheiatruster.org.uk

01474 533 082

To apply for this role, please visit MyNewTerm:

[Online Application Form](#)



Aletheia Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers, and governors to share this commitment. All successful candidates will be subject to an enhanced DBS check along with other relevant employment checks, including overseas criminal background checks where applicable. Our policy statement on the recruitment of ex-offenders can be found on our website. All new employees, volunteers and governors will be required to undertake safeguarding training on induction which will be regularly updated in line with statutory guidance.

Please click here to view: [Our Trust policies](#) or [Our recruitment of Ex-Offenders policy](#).



Contact Us

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