



Assistant Site Manager

School Name	Shirley Warren Primary and Nursery School
Job Title	Assistant Site Manager
Grade	Grade 5, SCP 7
Salary	£18,427.70 (pro-rata)
Allowances	N/S
Hours	25 hours per week
Term Time Only	No
Type of Contract	Fixed Term
Spinal Column Point	7
Fixed Term – Length of Period	1 year
Interview Date	TBC
Closing Date	06/11/2026

ABOUT OUR SCHOOL

At our school, relationships matter. We are proud of our nurturing environment, high expectations and strong sense of community. We are looking for education professionals who bring energy, creativity and a genuine love of learning into everything they do.

Shirley Warren is at the beginning of a transformational journey. A new leadership team is making a difference to the children / sowing the seeds of change. We are seeking an inspiring and committed teacher to join our vibrant Primary and Nursery school community. This is an exciting opportunity for someone who is motivated by making a real difference, embraces challenge and is dedicated to helping every child thrive.

Join us on our journey...

ABOUT THE ROLE

An opportunity has arisen for an Assistant Site Manager for our Partnership based at Shirley Warren Primary and Nursery School.

We pride ourselves on our consistently high standards and expect all our staff to share this commitment.

The role of Assistant Site Manager will be to support the site manager with Health and Safety systems, building maintenance, overseeing site security and cleaning, moving and handling of objects and deliveries, working at height and grounds maintenance.

The role is vital to ensure the smooth running of our school and we are looking for someone with a strong sense of pride in their work and who believes in doing a job to the best of their ability.

Level 2 qualification in Facilities Services Operative could be completed as part of this job role.

SAFEGUARDING CHILDREN

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This role involves working with children and young people and requires applicants to undertake a Disclosure and Barring Service check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post. All applications are considered confidentially and according to the nature of the role and information disclosed.

EXPLORE OUR SCHOOL

To find out more about our school, please click below to visit our website:

<https://www.shirleywarren.co.uk/Vacancies/>

CONTACT US

If you have any queries about this post, please feel free to email us at any time:

Cat Nevill - HR & Recruitment Assistant

recruitment@shirleywarren.co.uk